



Example of Capital Equipment Job Description

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Our innovative and growing company is looking to fill the role of capital equipment. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for capital equipment

- Reconcile, review, combine, analyze, and validate financial data utilizing financial reports, financial databases, and key financial information often from multiple systems
- Identify and resolve incorrect transactions, data anomalies, deviations from established procedures, and unusual issues
- Identify, prioritize, and resolve financial issues
- Serve as liaison to other departments and colleagues within PMO to resolve accounting-related issues
- Report, review and process Mass Additions in the Oracle Fixed Asset (OFA) system
- Review and approve capital acquisitions and journals generated campus-wide, including requisitions, purchasing card and reimbursement transactions
- Maintain the financial sales log for the Surplus Sales division, including processing of deposits in CashNet
- Complete the annual property tax reports for counties in which Stanford has a presence
- Assist in a variety of financial reporting needs within the Property Management Office
- Work with internal PMO teams to ensure accuracy of asset configurations during financial reconciliation

Qualifications for capital equipment

- Minimum 5 years documented sales success (top 20%) in large dollar capital equipment sales into the clinical lab (e.g., hematology, immunology)
- Must have ability to demonstrate existing, and/or ability to establish, relationships with clinical lab Administration / CXOs in the respective territories
- Must have ability to demonstrate experience attaining or exceeding overall sales plan profit and Individual Impact Goals
- Strong knowledge of and proven track record selling large capital equipment into complex accounts (hospitals and reference labs)
- Computer and new technology savvy - working knowledge of MS Office applications, PowerPoint, SharePoint, iPhone, Skype and / or other connectivity devices
- A Bachelor's degree in sales, business development, business management, or a related discipline