



# Example of Contract Sales Job Description

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Our company is searching for experienced candidates for the position of contract sales. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for contract sales

- Performing other related duties as may be assigned by regional manager
- Working with internal resources to resolve complex contractual issues
- Incorporating negotiated terms, proofreading, editing, preparing final documents, and routing for signatures
- Ensuring timely preparation, dissemination, and negotiation of sales contracts
- Contributing to divisional contracting initiatives, goals and objectives as part of the MPD Global Contracts Function
- Working with others to develop and implement processes and systems for agreements processing, management and the control of templates and agreements
- Providing guidance to Sales and Corporate Accounts Team on divisional initiatives, goals and objectives relating to contracting activities
- Communicating contractual rights and obligations to business, Sales and Corporate Accounts Team leadership
- Work with designated DEKALB Territory Account Managers across the Area to help achieve business sales targets
- Assist in demand creation for seed and trait products through local tactics and activities, including customer incentive events

## Qualifications for contract sales

- Experience and confidence in speaking with clients
- Provide pricing and research support to clients in a timely manner

- Work closely with financial engineering, structuring and QDS Teams to generate trade ideas
- Assist to provide clients with quantitative analysis on investment ideas whenever required
- Excellent with excel – VBA/Macro programming knowledge