



Example of Pharmaceutical Representative Job Description

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Our growing company is looking for a pharmaceutical representative. 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 pharmaceutical representative

- Keep clients updated to the status of their shipment, especially in regards to delays
- Determine which shipping solution should be used for certain shipments
- Advise clear pick up/special delivery/temperature control handling instructions to an agent or destination office on how a shipment should be managed
- Communicate any temperature results as soon as possible after delivery, checking and noting any deviations
- Recognises important information and makes immediate use of this information (Holiday lists, All Station emails, Ops memos)
- Work with regulations (ADR/DGR/IATA) local laws and guidelines
- Handling enquiries from clients, agents and World Courier offices via phone and email
- Receive booking via phone/email and create order in World Courier system
- Logistic set up of new clinical trials and entering into the database
- Check that sites in other countries have been supplied with instructions and provide copies of all instruction to the customer if requested

Qualifications for pharmaceutical representative

- 2+ years successful Business-to-Business (B2B) OR pharmaceutical sales

- Bilingual (Chinese/Korean) preferred
- BA/BS 4 year degree required
- COPD sales experience preferred
- Contact Center or Inside Sales experience preferred