



# Example of Sales Rep Job Description

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Our innovative and growing company is hiring for a sales rep. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for sales rep

- Understand and be able to communicate current industry information relevant to brokers' cases and production
- Be prepared and on time for all meetings
- Keep prospects and their brokers informed of changes at AultCare and of other significant information about the industry
- Maintain high standards of knowledge of the industry by taking continuing education courses, reading about changes in the industry and exhibiting knowledge of the health care industry to prospects and their brokers
- Belong to, and regularly attend, at least two organizations in the 5 county area market that will provide positive community support and exposure for AultCare
- Obtaining a predetermined number of referrals and setups from referral sources per month
- Preparing and submitting approval plans for sales territory management
- Providing marketing information to management as requested and/or made available
- Obtaining a predetermined number of oxygen referrals and setups from referral sources per month

## Qualifications for sales rep

- Interest in developing a professional sales career
- Proven negotiating skills and must be results driven
- Strong customer relations orientation – ability to work successfully with all

- The ability to work well in a fast-paced, high pressure environment
- Call on prospective customers, masters technical/ clinical and administrative product information and/or demonstrations, and quotes appropriate customer prices