

## Inside Sales Representative

Last Updated Date: 11 March 2022

Job Code:

### Position Summary

As an Inside Sales Representative **YOU** will be responsible for managing customers and achieving sales goals. **YOU** will assist with activities ranging from forecasting, marketing, tradeshow, presentations, market analysis, customer onboarding, customer service, and face to face customer meetings. **YOU** will also be required to travel when necessary to deliver unparalleled customer satisfaction. **YOU** will have the opportunity to work with, and learn from, leaders in this industry with over 120+ years of experience.

### Essential Responsibilities

This role will provide **YOU** the opportunity to assist with key activities to progress **YOUR** career in the position of **Inside Sales Representative**. As part of our start-up Pharmaceutical sales Company, **YOU** will be responsible for assisting with the processes and steps required to assist in the Company's success. These responsibilities include some of the following:

- Meet customer needs in a timely manner
- Be customer service oriented
- Ability to establish and maintain effective working relationships with employees, business partners and customers
- Ability to communicate both orally and in writing
- Strong knowledge of computers and office practices and procedures
- Enter data accurately with a strong attention to detail
- Work both independently and efficiently in a team-oriented, collaborative environment
- Strong ability to effectively prioritize and execute tasks in a fast-paced environment
- Critical thinker with attention to detail and the ability to multi-task

### Additional Responsibilities

As an Inside Sales Representative **YOU** should be energetic, outgoing and dedicated to the customer's experience at Techdow USA. Attention to learning and seeking out new efficiencies are strongly encouraged. These responsibilities are critical functions and are not considered all inclusive.

- Independently organizes, manages. and meets critical timelines
- Agile and open to various opportunities to grow in role

### Why You?

Required/Preferred Experience	Qualifications
Required	2+ years of similar experience
Preferred	High School Graduate

If **YOU** have the following characteristics, it would be a plus:

- You have a positive and friendly disposition
- Willing to do stretch projects to test your abilities
- Ability to collaborate with other all teams in the delivery of outputs in a timely manner
- Works to meet or exceed standards and deadlines
- Demonstrates strong work ethic, performing timely, complete, and accurate work.
- Maintains awareness of internal and external commitments
- Strong personal and professional ethics, and commitment to our products, services, and processes
- Takes action to increase efficiency, effectiveness, and competitive advantage. Makes improvements after diligently evaluating the current ways or working

## Leadership

**YOU** will report directly to Benjamin Wartgow, Senior Manager of Commercial Operations

## Why Techdow USA?

At Techdow USA we focus on Respect, Accountability, Development, and Teamwork. Our culture focuses on our quality, reliability, high performance, customer service and trust. The successful candidate will demonstrate the following capabilities:

- Agile decision-making advising leadership on risk to assist in making business risk decisions
- Committed to delivering high quality results, overcoming challenges, focusing on what matters and project execution
- Continuously evaluating opportunities to learn, build skills and share learnings
- Building strong relationships and collaboration, honest and open conversations

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