



## **Commercial Outside Sales Job Description**

Our well-established company is continuing to grow rapidly and is looking to fill the role of Commercial Outside Roofing Sales for Southeast, Southcentral, and Fox Valley Wisconsin, focused on reroof, repair, and service opportunities. To join our growing and passionate team. Please review the list of responsibilities and qualifications.

You would be responsible to reach out to potential and current customers via phone, email, and/or face to face regarding their roofing needs. Develop designated territory by finding and following up on leads. Meeting with customers for takeoffs, presentations, and other appointments. Collaborating with inside sales, production crew, service crew etc. to ensure project details are communicated accurately. Use Customer database to keep information updated on customers, materials, projects, and tasks. Develop a sales strategy by keeping track of which tactics are successful and which ones are not.

Job Type: Full-time.

100% office based out of Fond du Lac location

Travel within territory using company truck and gas account. Must have valid drivers license and clean driving record.

Company supplied cell phone, and tablet

Schedule:

- Monday to Friday
- Weekend availability

Supplemental pay types:

- Commission pay along with Minimum structure

### **A Typical Work Week**

- Prospect for new customers to achieve sales goals and help grow the territory
- Review sales reports to determine trends and take appropriate action
- Ensure the Customer Database is updated and managed to accurately show current state of all customers, potential customers, and project details.
- Maintain a pipeline of quality prospects
- Submit a Weekly Itinerary with call objectives and Weekly Call Log with the results and next steps
- Review pipeline of top prospects as scheduled with the Sales Manager
- Manage budget and travel expenses in accordance to company policy
- Collect competitor information and report trends in the market to the Sales Manager
- Attend and conduct Product Knowledge and Sales Training classes

### **Required Skills**

- Strong desire to meet or exceed sales goals
- Time management skills – focus on high payoff sales activities
- Ability to collaborate with all departments as needed to service the customer and increase profitability
- Computer skills – specifically, Excel, Word, and Microsoft Outlook
- Ability to accurately measure roofs
- Professionally Competitive spirit
- Ability to positively handle difficult conversations and stressful situations such as heavy workload, customer rejection, pressure to attain sales goals, etc.
- An ability to think strategically regarding services, products, and markets
- Must adhere to values and culture set forth by management and exhibit a professional appearance and interactions
- Must be able to embrace, accept, and lead change throughout the company – lead by example

Job Type: Full-time

Schedule:

- Monday to Friday

Ability to commute/relocate:

- Fond du Lac, WI 54937: Reliably commute or planning to relocate before starting work (Required)

License/Certification:

- Driver's License (Preferred)

Work Location: In person