

JOB DESCRIPTION

Job Title: Group Inside Sales Manager (United Kingdom)

Location: Corona, CA

Salary Range: \$21.- \$30 per hour (DOE), plus commission, and KPI incentive

Reports to: Director, Regional Group Sales

Type: Non-Exempt

POSITION SUMMARY

Under general supervision, the Inside Group Sales Manager (United Kingdom) works from the Corona office on a flex schedule to support the growing business in the UK. At the direction of the Director, Regional Group Sales, you will be responsible for maintaining a professional working relationship with customers and Outside Sales Representatives with the objective of increasing sales. You will ensure that the company's products and services are represented in a quality manner, for maximum customer satisfaction.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Manage processes that support the overall sales growth of the company.
- Supports all sales activities of assigned territory.
- Meetings with Directors on a regular basis for guidance, status updates, and to aid in the progression of meeting company goals.
- Maintains and updates sales data in NetSuite.
- Serves as a point of contact for assigned territories providing excellent customer service and exhibiting strong sales skills.
- Identify new business opportunities and make contact with prospective customers in select markets.
- Maintain regular contact with Outside Sales Representative while working together to resolve dealer issues.
- Provides necessary feedback to Directors and other internal Departments.
- Act as contact and resource for warranty issues, technical questions, and other issues.
- Direct communication with customers and assist in resolving problems.
- Close and follow-up on sales transactions
- Network and build relationships with new and existing client base.
- Other duties as assigned.

EXPERIENCE REQUIREMENTS

- Must have 3 years of experience working in the Bicycle or Powersports industry.
- Must have excellent written and verbal communication skills.
- Experience in Microsoft Word, Excel, and Outlook.
- Ability to think strategically.
- Must be a team player and willing to assist in other areas as needed.
- Proficient knowledge of NetSuite systems/software or another CRM system.

EDUCATION REQUIREMENTS

High school diploma requires. Bachelor's degree or equivalent experience in related field preferred.

OTHER SKILLS AND RESPONSIBILITIES

- Superior verbal and written communication skills.
- Excellent organizational skills and attention to detail.
- Knowledge of industry related products/trends and business development.
- Knowledge of company products, policies, and procedures.
- Ability to multitask in a fast pace, deadline driven and constantly changing environment.
- Ability to prioritize workload, meet deadlines and understand when to escalate potential issues.

SUPERVISORY RESPONSIBILITIES: None

CONTACTS

Internal: Directors, Executive Mangers, Sales Support staff
External: Customers, Dealers

JUDGMENT & REASONING ABILITIES

Ability to recognize discrepancies and resolve problems quickly using sound judgment, poise, and diplomacy. Requires ability to use judgment and reasoning skills and determine when issues need to be escalated.

PHYSICAL DEMANDS

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to talk and hear. The employee is frequently required to sit; use hands and fingers, bend, stoop and reach with hands and arms. And:

- Ability to lift up to 35 lbs – less than 5% daily
- Ability to sit at a desk and use and view a computer - 90% daily
- Ability to hear and speak into a phone - 60% daily
- Ability to stand bend, stoop and twist - 20% daily

WORK ENVIRONMENT

The noise in the work environment is usually moderate. Other factors are:

- Ability to travel if needed (<10%).
- Fast-paced, with multiple demands environment

- Professional, yet casual office work environment
- Ability to work flexible hours as required

REQUIRED PREHIRE SCREENINGS:

- Criminal - Felony and Misdemeanor 7 Years
- National Criminal Data Base 7 Years
- Social Security Verification
- Employment Verification

Troy Lee Designs. provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex (gender), age, national origin, ancestry, citizenship, physical or mental disability, military or veteran status, medical condition, genetic information, sexual orientation, or any other category protected by federal, state, or local laws.

Signature: _____ Date: _____