



In-House Sales Assitant

Jetty is looking to hire a full-time in-house sales assistant to work directly with Jetty Co-Founder and CMO Cory Higgins as Jetty grows it's national presence. Position is comprehensive and will include office time, as well as travel and tradeshow. Must be organized, proactive, and willing to think outside the box and adjust to situations on the fly. Compensation is base salary plus goal bonuses. Hours are flexible.

Tasks Include

- Learn and work with the Apparel Magic Inventory management system
- Learn and work with the Elastic's B2B system
- Assist Jetty reps and retailers with trouble shooting and ordering in Elastic
- Writing and entering account orders
- Communicating with retailers and reps to drive sales within bi-annual deadlines
- Organize & Distribute sales samples to rep team
- Provide sales representatives with support
- Promote sales by connecting with, visiting, and merchandising various accounts
- Construct in store displays
- Prepare for and attend 6-10 Regional/National tradeshow per year
- Analyze sales data to project production quantities and increase efficiencies
- Attend and participate at Jetty Community Events