

**Job Description For: Technical Sales Representative (UZIN)**

<b>Location</b>	TBD	<b>Department</b>	Sales
<b>Reports To</b>	Regional Sales Manager	<b>FLSA Status</b>	Exempt
<b>Travel Required</b>	Minimum of 50%	<b>Date Created</b>	09/11/2017

**Overview**

The Technical Sales Representative for the UZIN Brand will be responsible for distributor and contractor sales in their assigned territory, with the guidance of the UZIN Regional Sales Manager. The ultimate goal is to reach the Company sales goals and budgets while maintaining integrity, trust, and credibility; as well as to provide industry leading technical and consultative service for our distributor and contractor customers.

**Primary Responsibilities / Essential Functions**

*Essential functions may include the following tasks, knowledge, skills, and other characteristics. This list of tasks is illustrative only, and is not a comprehensive listing of all functions and tasks performed by positions in this class, nor does it necessarily list all possible duties that may be assigned.*

The Technical Sales Representative for the UZIN Brand must be skilled in a multitude of functions. The importance of each function will change depending on specific needs of the territory and customers. This position is required to maintain the highest level of competence in each area of responsibility.

**General Duties**

- Develops a sales and market strategy for the assigned territory, with the guidance and under the direction of the UZIN Regional Sales Manager.
- Establishes and maintains personal contact with all customers (distributor and contractor) in the territory.
- Acts in a professional and courteous manner in all aspects of interaction with contractors and distributors.
- Additional duties may be assigned by the UZIN Regional Sales Manager.
- Other duties as required.

**Sales and Marketing**

- Presents the Company product line and programs in an effective manner and consistently achieves objectives to ensure reaching the sales budget.
- Demonstrates the application and use of the complete UZIN offerings to provide solutions for customers.
- Demonstrates a thorough knowledge of distributor and contractor businesses.
- Identify opportunities for potential sales to distributors and contractors.
- Acquires and reports on competitive business products, programs and marketing materials (market intelligence).
- Other duties as required.

**Product Knowledge**

- Maintains a complete understanding of all UZIN products and systems, including application, usage, programs, pricing and business practices.
- Provides competent sales and product training / demos to distributors and contractors.
- Understands competitive products' advantages and disadvantages.
- Other duties as required.

## Education, Licensing, and Certifications

### *Preferred*

- High school diploma or general education degree (GED)

## Experience

### *Preferred*

- 1+ years of sales or flooring industry experience

## Competencies, Skills, and Knowledge

### *Required*

- Ability to use hand and power tools.
- Problem Solving - Identifies and resolves problems in a timely manner; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.
- Technical Skills - Assesses own strengths and weaknesses; Pursues training and development opportunities; Strives to continuously build knowledge and skills; Shares expertise with others.
- Oral Communication - Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; Responds well to questions; Demonstrates group presentation skills; Participates in meetings.
- Written Communication - Writes clearly and informatively; Edits work for spelling and grammar; Varies writing style to meet needs; Presents numerical data effectively; Able to read and interpret written information.
- Organizational Support - Follows policies and procedures; Completes administrative tasks correctly and on time; supports organization's goals and values; Benefits organization through outside activities; Supports affirmative action and respects diversity.
- Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.
- Language - Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.
- Mathematical – Ability to calculate figures and amounts such as discounts, proportions, and percentages. Ability to apply concepts of basic algebra and geometry.
- Reasoning - Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Cost Consciousness - Works within approved budget; Develops and implements cost saving measures; Contributes to profits and revenue.
- Diversity - Shows respect and sensitivity for cultural differences; promotes a harassment-free environment.
- Ethics - Treats people with respect; Keeps commitments; Works with integrity and ethically.
- Organizational Support - Follows policies and procedures.
- Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently; Plans for additional resources.
- Professionalism - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.
- Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

- Adaptability - Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.
- Attendance/Punctuality - Is consistently at work and on time; Ensures work responsibilities are covered when absent; Arrives at meetings and appointments on time.

## Physical Requirements

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- The employee is regularly required to sit, stand, walk, feel, talk and hear.
- Employee is frequently required to reach with hands and arms.
- Required to frequently lift up to 50 pounds.
- The employee is frequently required to use hands to finger, handle, or feel and reach with hands and arms.
- The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.

## Work Environment

*The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.*

- Employee is regularly exposed to fumes or airborne particles, working near moving mechanical parts, extreme cold and extreme heat as well as wet and/or humid conditions.
- Proper use of personal protective equipment (PPE) such as: safety goggles, gloves, respirators, etc. is required when required.

*The above statements are intended to describe the general nature and level of work required by you in this position, and they are not intended to be an all-inclusive list of your required responsibilities, duties, or skills. Duties may increase, decrease, and/or change as deemed necessary to support the department or*

**CERTIFICATION OF UNDERSTANDING OF JOB RESPONSIBILITIES**

I have accepted the job offer from Uzin Utz North America, Inc. I have read this job description and completely understand the requirements and responsibilities contained in it and expected of me. Furthermore:

- I understand that receipt of this job description does not constitute or imply any employment contract.
- I understand that my employment and compensation may be terminated with or without cause and/or notice, at any time, at the option of either the Company or myself.
- I understand that the Company reserves the right to alter, amend, change or terminate any of the responsibilities or other information provided in this job description at any time with or without notice.
- I understand it is my responsibility to read and perform all the duties and procedures outlined in this job description in order to remain employed. I have familiarized myself with the information in this job description and will seek clarification if needed.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date