



Position

Title: Inside Sales Service Specialist

Location: Los Angeles, CA

Reports to: Vice President of Sales

Employment Status: Non-Exempt/Full Time

Salary: Commensurate with experience

Benefits: Company provided Medical and Dental Plan, 401K, Life Insurance

Job Summary

Working as a team with our Outside Sales representatives, the Inside Sales Specialist handles all aspects of selling to a defined geographic territory in order to achieve ongoing growth by building relationships, assisting customers with all opportunities presented with an end goal of increasing sales.

Duties and Responsibilities

- Daily communication with new and existing customers, to achieve defined sales goals
- Work with existing Key Accounts to get more business from existing customers
- Aggressively find new customer and business opportunities through prospecting via existing and new channels, as well as industry data.
- Develop and apply innovative ways to apply our products and services to the customer's needs through the use of creative sampling, etc.
- Build and maintains sales opportunities pipeline utilizing company CRM program to insure and maintain customer communication accurately.
- Provide options and ideas that meet the customer's expectation through professional quotes
- Effectively communicate and coordinate with customer service, creative services department, and marketing teams to execute customer requests
- Work with VP of Sales and Marketing and Creative Services department to create customer specific collateral
- Maintain current product and service knowledge while applying that knowledge when working with customers.
- Working with the Vice President of Sales and Marketing, create daily call and action plans to attain highest achievable sales goals.
- Attend customer meetings and tradeshow as planned/needed

Requirements for Success

- Motivated and organized self-starter
- Outgoing personality with a passion for sales service
- High level of attention to detail
- Demonstrated ability to follow direction
- Time management skills, deadline motivated with a sense of urgency
- Extensive knowledge of Microsoft Office applications.
- Experience with HubSpot CRM a plus
- Able to work independently while functioning as a member of a team
- Ability to express ideas in a clear, concise manner both verbally and in writing

Education and Experience:

- High School Diploma or GED with Associate's or Bachelor degree preferred
- Sales service experience required
- 3-5 years' experience in the promotional products industry preferred

About Clegg Promo

Headquartered in Gardena, California, Clegg Promo is the leader in Sound, Light and Tech promotional merchandise. Founded in 1987 in Southern California, Clegg Promo introduced the original patented ringing sound card to the industry and, in the years since, has evolved into a fully integrated line of interactive tech, sound, light, and fun products. For more information visit www.cleggpromo.com.

To apply, send resumes to: ymacchia@cleggpromo.com