

Inside Sales Representative

We are actively seeking a top performing and highly organized Inside Sales Representative to join our team and provide direct support to the Sales Department including inside sales support to the company and its customers.

The Inside Sales position will work out of the corporate headquarters located in Milpitas, California. This is a full-time position with the potential of earning commissions. The hired candidate must be a U.S. Citizen or have permanent resident status.

RESPONSIBILITIES:

1. Preparing all product quotations for new and existing customers.
2. Assist Sales Team and Business Development Team with new and old business.
3. Provide Customer Support regarding purchase orders and shipment status.
4. Manage hardware and software maintenance renewal quotes and contracts.
5. Prepare forecast, booking and backlog reports for management review.
6. Publish product price lists on a regular basis.
7. Follow up on customer leads and making regular sales calls over the phone to develop relationships and uncover sales leads.
8. Researching and developing lists of potential customers; identifying and qualifying business opportunities.
9. Support Distributors and OEM Customers with literature, pricing and other needs.
10. Interface with Operations regarding new orders, new order acceptance, backlog management and shipments, etc.
11. Assist with Request for Proposal responses, including proposal preparation.
12. Support & coordinate customer meetings, internal sales meetings and teleconference calls.
13. Maintain up-to-date knowledge of industry trends, technical developments and government regulations that effect target markets.
14. Other duties/responsibilities as assigned.

QUALIFICATIONS:

1. Must have experience in using SalesForce.com.
2. Must be a motivated self-starter willing to be creative and respond to customer needs quickly and accurately.
3. Must have effective written/oral communication skills and strong organization and time-management skills.
4. Must be able to work in a fast-paced environment with demonstrated ability to handle multiple, competing tasks and demands simultaneously.
5. Must have the ability to work as part of a cross-functional team.
6. Must have strong Customer Service skills and experience working with operations, engineering and sales in preparing quotations for VSST software and hardware configurations.
7. Must have knowledge and experience in creating booking, billing and backlog reports for Management.
8. Hired candidate must have U.S. Citizenship or Permanent Residency status.

DESIRED QUALIFICATIONS:

- Experience with Microsoft CRM, Sage and Great Plains is a plus.
- Familiarity with the Visual and Sensor Simulation Market.
- Experience in responding to government or government contractor Request for Proposals.

EDUCATION and EXPERIENCE:

College Degree, BA/BS is preferred, with 3+ years' experience in sales and 1+ years' experience selling technology solutions. Proven experience in relationship management.