



## Career Services Network JOB POSTING

**Date Posted: July 8, 2010**

### Inside Sales Representative

Since 1931, Walther Trowal GmbH & Co KG has been producing machinery and finishing supplies to improve surface finishes for parts that companies manufacture. We represent the highest quality and reliability in the industry, and the company is considered the inventor of mass finishing technology. Products include a full range of mass finishing equipment such as, circular, continuous & trough vibrators, centrifugal disc & drag finishing machines, mini & rotating barrels, driers, auxiliary equipment, shot blast & coating machines & wastewater recycling systems. This includes fields of applications like deburring, edge rounding, surface smoothing, surface polishing, burnishing, degreasing, cleaning, rust removal, shot blasting and coating.

#### **Overview of the Job**

The inside sales representative is an entry level position, with growth built into it. This position will work closely with the National Sales Manager to be groomed as an outside sales representative. This person will learn the ins and outs of the business and assist the National Sales Manager in all aspects of the sales process, and could also eventually grow into a regional sale manager position, for the right candidate. A target marketing campaign will be assigned to this position to identify 'untapped' markets within North America. It will require travel, when required and the job could be dirty at times. If the person is Spanish speaking, this would be very helpful. It is a full-time, salaried position, with benefits.

#### **The duties include but are not limited to:**

- Assist the National Sales Manager with current leads and trial processing.
- Accurately process customer transactions, such as, orders, quotes, process testing, information requests, etc.
- Determine customer requirements and expectations to recommend specific products and processes.
- Answer incoming customer calls effectively, and determine the next course of action.
- Educate customers on terminology, features and benefits of the Walther Trowal product lines, in order to improve product related sales and customer satisfaction.
- Perform follow-up contact with customers by phone or email.
- Perform other sales functions, including but not limited to outbound sales campaigns via phone, email and mail, as directed.
- Assist in scheduled inventory counts.
- Be willing to lift heavy objects and drive a fork lift truck, as needed.
- Develop cross-selling and up-selling techniques.

## **Basic Expectations**

- Must be self-motivated, a learning attitude, and have the ability to work with minimal supervision.
- Work together as a team, to grow the company market share and each team member.
- Able to multitask and have good organizational skills, such as keeping an organized work space (physical and electronic).
- Computer proficiency in MS Windows and the common applications (Outlook, Word, Excel) and the Internet.
- Exudes a professional manner and persona, due to the continual customer contact.

### Required Skills

- Outgoing personality, with confidence and the ability to relate to others well.
- Excellent communication skills, both verbal and written.
- Willingness to travel, when required.

### Education

- BA or BS in Marketing or Business
- Some mechanical aptitude

### Compensation & Benefits

Salaried position, starting at \$35,000 per year, with health benefits, two weeks vacation, & 6 paid holidays after the probationary 3 month period.

To apply, please email (preferred), mail or fax your resume & cover letter to Victoria Mathews – [v.mathews@walther-trowal.com](mailto:v.mathews@walther-trowal.com).

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