

FLSA Status: Exempt

Reports to: General Manager

Position Summary:

Properly and safely manage the sales of the company's products and services, ensure consistent, profitable growth in sales revenues through positive planning and deployment and management of sales personnel, and identify objectives, strategies, and action plans to improve short- and long-term sales and earnings

Job Duties & Responsibilities:

- Collaborate with the General Manager in establishing and recommending the most realistic sales goals for the company
- Collaborate with the General Manager to develop sales strategies to improve market share in all product lines
- Manage sales throughout the state to maximize sales revenues and meet corporate objectives
- Perform sales activities on major accounts and negotiate sales price and discounts in consultation with the General Manager and the President
- Manage personnel and develop sales and sales support staff
- Build and promote strong, long-lasting customer relationships by partnering with them and understanding their needs
- Handle customer complaints, provide appropriate solutions and alternatives, follow up to ensure resolution
- Review progress of sales roles throughout the company
- Accurately forecast annual, quarterly, and monthly revenue streams
- Develop specific plans to ensure revenue growth in all company's products
- Interpret short- and long-term effects on sales strategies
- Coordinate proper company resources to ensure efficient and stable sales results
- Formulate and implement all sales policies, practices, and procedures
- Assist sales personnel in establishing personal contact and rapport with customers
- Educate sales team by establishing training programs in the areas of new account sales and growth, sales of emerging products and multi-product sales, profitability, improved presentation strategies, competitive strategies, proper use and level of sales support, management of expenses and business/ financial issues on contracts
- Review expenses and mileage of sales personnel
- Participates in trade shows and conventions
- Cooperates in a cross-functional manner as a change agent with all departments within the company

- Engages in the typical responsibilities of a manager requiring planning, evaluating, organizing, integrating, and delegating
- Provides management of employees directly or through supervisors to ensure effective selection, retention, development, disciplinary action, and performance management
- Shall lead by example with the Code of Ethics including following company policies, standards, and specifications
- Is responsible for maintaining proper staffing levels, employee performance evaluations, discipline, and employee commendation
- Ensures compliance with all company policies and procedures
- Has supervisory responsibility involving staffing, conducting performance appraisals, training and developing subordinates, promotions, salary increases, terminations, disciplinary actions, etc.
- Manage PTO for all driver sales members and merchandisers
- Shall be responsible for reporting and taking any necessary action to prevent food safety and quality problems and safety incidents and accidents from occurring
- Duties shall be performed by the General Manager in the absence of the Sales Manager
- Relieve Sales Representatives if absent from work
- Follow all policies and procedures including GMPs, SOPs, and SSOPs at all times
- Performs other related duties as assigned by the General Manager
- All employees are responsible for food safety and quality

Job Requirements:

- A Bachelor's degree in marketing or business studies or a minimum of 7 years of related experience managing a team or department
- Experience in developing marketing and sales strategies
- Ability to problem-solve and use analytical skills to interpret sales performance and market trend information
- Ability to accurately record data
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals
- Ability to read and comprehend instructions, correspondence, and memos
- Excellent verbal and written communication skills
- Ability to write professional correspondence to individuals within and outside of the company
- Ability to effectively present information in one-on-one and small group situations to other employees of the organization
- Ability to adapt to changing organizational and operational needs and to lead others through change
- Ability to assess, evaluate, and solve problems
- Ability to recognize opportunities to simplify processes and be more efficient in operations
- Be able to effectively work in a team environment
- Ability to handle multiple tasks simultaneously
- Ability to successfully influence peers and senior leadership
- Ability to hire, coach, develop, engage, retain a team of employees, and mentor talent for current and future needs
- Skilled in organization and prioritization and attention to detail
- Must be able to work flexible hours including overtime, weekends, holidays, and 24/7 on call
- Must be able to pass all medical exams and drug and background checks (including criminal)

