General Glass International

Title: Architectural Sales Representative

Location: 101 Venture Way, Secaucus, NJ 07094

Job Type: Full-Time (Entry Level)

Compensation Type: Salary

Start Date: ASAP

Primary Responsibilities:

- Research customer needs and develop application of products and services in an effective manner by:
  - Determining market strategies & goals for each product and service
  - Obtaining information & coordinating data from staff & member groups
  - Researching and developing lists of potential customers
  - Performing market research to determine customer needs & providing information to the team
  - Evaluating product & service marketability in terms of customers’ technical and application needs
  - Following up and developing on sales leads
  - Maintaining up-to-date understanding of industry trends and technical developments that affect target markets.
  - Establishing & maintaining industry contacts that lead to sales
  - Working with telemarketing, sales support and staff to establish a communication path with the customer to ensure sales opportunities for products & services

- Develop and deliver sales presentations and close sales in a professional and effective manner
- Participate in sales forecasting and planning
- Develop and maintain communications in a cooperative and professional manner with all levels of staff and customers
- Performs other related duties as required

The above statements cover what are generally believed to be principal and essential functions of this job. Specific circumstances may allow or require some people assigned to the job to perform a somewhat different combination of duties.

Qualifications:

- Bachelor’s degree in Marketing, Business Management, or related field
- Minimum 4 years Marketing/Sales experience, glass industry experience preferred
- CDT designation from Construction Specifications Institute highly desired
- Must be a Self-Starter with a basic understanding of reading and interpreting architectural drawings
- Strong interpersonal, verbal, and written communication skills
- Strong problem-solving and negotiation skills with an emphasis on closing the sale
- Experience managing a territory and state of the art product offerings
- Ability to deal with rapidly changing priorities
- Valid driver’s license, with a reliable automobile & current vehicle insurance
- Work performed in an office environment with frequent travel expected

Application Instructions: Please send resume to hr@generalglass.com.
**About the Organization:** At GGI, we offer not only one of the broadest selections of architectural, decorative, specialty and picture frame glass available, but we also offer services that allow our customers to do more and more interesting things with glass. From advanced machinery to flexible shipments, digital printing to CNC finishing, we embrace the creative and logistical challenges that bring our customers’ most creative visions to life.

**Disclaimer Information:** This job description is not meant to be all-inclusive. GGI retains the right to assign or reassign duties and responsibilities to this job at any time.