

CORNERSTONE TECHNOLOGIES

Job Description

Job Title: Account Executive
Department: Sales
Reports To: VP of Sales
FLSA Status: Exempt
Prepared By: Dennis Sherwood
Prepared Date: June 19, 2017

SUMMARY

Represents, by priority, Engineering, Cloud, and/or Managed Services solutions as well as select hardware and software products to target prospects and current customers. This will be done by phone and in person at a customer's and/or partner place of business. AE will be paid commissions for closed sales per the above per the applicable compensation plan in place at the time of sale.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following, other duties may be assigned.

- Produces average attainment of \$40K/Month Gross Profit **after** 6 months employment.
- Until maintaining \$40K /Month GP, conducting prospecting necessary to generate 8 appts and \$150K in net new opps per week
- Utilizes vendor partnerships, social media, and available sales tools to generate required volume of effective prospecting activity
- Travels to existing customers and prospective customer's place of business on an as needed basis
- Consistently utilizes company-produced sales enablement materials with customers
- Follows up and communicates status on a timely basis for all leads provided by CST and its' partners
- Prepares Trip Reports for each appointment/major conf call with a customer and attaches to customer profile in Dynamics
- Updates Dynamics sales pipeline weekly to maintain accuracy of opportunities being identified, developed, and closed
- Works effectively with assigned CST ISR to generate quotes, SOW's, and credit terms to customers in pursuit of sales orders
- Maintains sales certifications for select vendor/partner solutions as assigned by VP of Sales and CTO
- Adheres to company expense policies and submits accurate expense reports on a monthly basis.
- Develops and maintains relationships with key IT personnel and purchasing contacts within Prospects, Customers, and Vendors
- Attends, completes, utilizes all product and sales skill training by CST and its partners
- Effectively drives attendance to marketing events conducted and sponsored by CST and its partners

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Fifth year college or university program certificate; or two to four years related experience and/or training; or equivalent combination of education and experience. Required experience includes Sales Operations and Customer Service.

LANGUAGE SKILLS

Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to sit and use hands to perform data entry and talk on phone.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

SALARY and PAY

An attractive compensation plan is offered for this position. Overall pay will be largely determined by volume of closed sales and performance vs. assigned targets.

If interested, please email dsherwood@cornerstonetechnologies.com.