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## Inside Sales Representative

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Porex Corporation is currently seeking an **Inside Sales Representative** at our Greater Atlanta facility. This position will assist in selling and account management by which to achieve revenue objectives, including growth in the existing base business and pursuit of new revenue opportunities.

**Job Functions include but are not limited to:**

**1. Opportunity Generation and Pipeline Management**

- Proactive outreach to marketing qualified leads.
- Obtain critical project information from the customer to commercially qualify opportunities. Engage RSM as needed.
- Work with customer, Sales Manager and Bus Dev Managers to establish requirement for new products.
- Manage standard NDA approval process.
- Create quotes as needed following pricing protocols.
- Update Salesforce.com with internal and external opportunity information.
- Lead promotion and sales of standard product offerings to new customers (example PTFE, sheet product)
- Prepare and package all standard samples for territory(ies)
- Participates in PDE monthly meeting.
- Support product development of new opportunities, as the in-office voice for the RSM.

**2. Account Management**

**B&C Customers**

- Manage customers' expectations, identify decision makers, build relationships, and be the primary advocate for customer business needs and requirements.
- Identify and drive opportunities for additional business of current product or additional product offerings.
- Work with appropriate channels to resolve pricing, delivery and quality issues.
- Resolve quality issues through investigation and completion of SCAR type documents and communicate back to customer.
- Procure accurate, timely Demand Forecasts from customers by which to effectively manage item demand cycles.
- Develop action plans to address account needs and wants.
- Negotiate and implement price increases.
- Report any potential competitive activities internally.
- Track all customer interactions in Salesforce.com

**A Customers**

- Assist RSM as directed with internal support resolving key customer issues.

**Education:** Bachelor's degree with focus on business administration, marketing, engineering, or related field.

**Experience:** 3 to 4 years experience related to sales, customer care, or business development experience working for a manufacturing company (preferably medical device or healthcare arenas) promoting products in a Supplier-OEM relationship.

**Other skills and abilities:**

1. Possess strong initiative, ability to prioritize, set personal goals and work autonomously.
2. Exhibit strong leadership skills with motivation and drive to succeed.
3. Possess excellent verbal, analytical and written skills.
4. Must be able to speak the technical language of our customers and have high attention to detail.
5. Must be a logical thinker, organized and possess outstanding time-management skills.
6. Be highly responsive to customer needs and perceptive to issues within existing accounts.
7. Have knowledge of financial terms, demand forecasting, manufacturing, and global supply best practices.
8. Have knowledge of effective problem-solving, continuous improvement, and quality principles tools and practices.
9. Have excellent interpersonal and cross-functional management skills with internal and external customers
10. Adept at using technology for effective management of responsibility: Internet, Microsoft Office Suite, ERP/Sales Force databases, etc.
11. Proven track record of success in customer care and account management toward achieving revenue, profit and customer retention goals.
12. Have solid knowledge of customer management processes, order entry, and supply/logistics.

**Physical/Mental Requirements:**

- This position will require occasional lifting of up to 20 pounds. Keyboarding is regularly performed on the computer and some 10-key calculations.
- Must have the ability to remain calm in a stressful or emergency situation.
- This position typically requires work weeks in excess of 40 hours.

**Travel:**

- Position may require travel (up to 10%) including flying and trade shows.

**To Apply for this position please apply: [Inside Sales Representative](#)**

As a part of the Filtration Group, Porex is the established global leader in one-of-a-kind solutions for the healthcare, consumer, and industrial markets. Our products make life better for people around the world every day. To learn more, visit us at [www.porex.com](http://www.porex.com).

Porex is an equal opportunity employer and makes employment decisions without regard to race, gender identity, sexual orientation, disability, or protected veteran status.