



## PROJECT SALES CONSULTANT JOB DESCRIPTION

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Title: Project Sales Consultant

Reports To: Principal of Sales

Position Responsibility: Assist ESE's executive team with delivery of services to the marketplace in an organized and disciplined manner, striving to continuously improve in the areas of Consultative and Transactional Sales.

Duties:

- Meet Sales Goals - Consistently meet or exceed monthly, quarterly and annual sales, quality, productivity, and customer service goals. (Annual Goal \$600,000)
- Make Proactive Contact with Existing and Potential Clients - make proactive contacts with existing customers, and leads generated by both the organization and the Principal Sales Consultant.
- Use Consultative Approach - leverage a consultative selling approach with decision makers. Identify customer needs, and recommend products and services that meet customer needs. The consultant listens to and addresses customer concerns, and facilitates sales.
- Continually Improves Skills - work to continually improve selling skills. Listen to and incorporate coaching feedback and new techniques learned in sales training sessions, and becomes a product/service expert. Understand features, benefits and product changes, and keep current with industry and competitor information, then incorporate knowledge within selling approach, as needed.
- Build Sales Pipeline - Build a strong sales pipeline. Identify customers who may purchase products and services at some point in the future, and plan and schedule follow-up communication. Work primarily with Real Estate, Financial, Industrial, Manufacturing, and Oil and Gas clients.
- Use Sales CRM (ESE PM Tracker and Sales Manager) - Utilize a customer relationship management system (CRM) to plan, prioritize, track and measure selling activities. Create and input weekly sales forecast, and update customer contact information.
- Deliver Proposal Opportunities to Project Managers - Upon identification of a proposal opportunity, align the client with the appropriate technical resource in order to develop a proposal. See the process through to closing of the sale, delivery of the product, and feedback from the client.
- Develop MSA and Evergreen Contracts – Procure Master Service Agreements and Evergreen Contracts whenever possible to ensure repeat business and set fee schedules.
- Handle Incoming Calls and Email - handle incoming telephone calls, voicemail or email from customers and prospects that are sales related. Use proactive email communication, to complement telephone or in-person communication with customers.
- Support the Team - The Project Sales Consultant will support a team-based and productive work environment. Furthermore, the Project Sales Consultant should consistently demonstrate a positive demeanor, and help mentor and train colleagues and junior sales consultants as necessary in the practice of consultative selling.



## PROJECT SALES CONSULTANT (Cont.)

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- Share Feedback - Share customer feedback with the team and provide input on changes to existing services or new services.

### OPPORTUNITIES:

Our goal is to be recognized as the best environmental firm to work for in Texas. We are making major strides in that direction with an ever-increasing amount of flexibility, benefits, rewards, and opportunity for professional growth.

### **Benefits:**

Health Insurance

Dental and Vision

401 K with employee match

120 Hours Personal Time Off (PTO)

8 Statutory Holidays

Fixed and Variable Rate (FAVR) Car Allowance = \$300/Mo. + .16/Mile (\*Managed per IRS requirements).

Expense Account

### COMMISSION AND BONUS:

Commission is a 15% profit share from Direct Sales after tax (Must Achieve \$50,000 Monthly Quota to qualify.)

Commission will be calculated on Accounts Received and profitability of the firm (8% Floor and 20% Ceiling). Commissions are paid on a quarterly basis.

Education: Minimum of a B.S./B.A. in Sales, Marketing, or Business Administration.

Licenses: NA

Certifications: NA

Experience: Minimum 3 Years in Environmental Consulting Sales

Note: This is not an offer of employment. This document is intended to clarify the needs and opportunities presented by ESE. In the event an employment agreement is reached, a formal employment contract will be prepared.