

# Sales Engineer

The basic function of the Sales Engineer is to sell the company's products and services for a targeted profit and gross margin and schedule their timely delivery. Products and Services include but not limited to Automation / Robotics systems, CNC Machine Tools, Custom machine tools, Machine tool service and Integrated systems.

## REPORTS TO:

The Sales Engineer reports and is accountable to the Sales Manager.

## JOB REQUIREMENTS:

To perform this job successfully, an individual must be able to complete all areas outlined for this position in a satisfactory manner. The requirements listed below are representative of the knowledge, skills, and/or abilities necessary to meet the minimum job requirements of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

## EDUCATION:

Required: High school diploma or equivalent

Preferred: College degree or additional schooling and education in Marketing, Business, or related field.

## LICENSING/REGISTRATION/CERTIFICATION:

Required: Valid Driver's License with up-to-date insurance coverage

Preferred: As above

## EXPERIENCE:

Required: Three or more years experience as Sales Engineer of a manufacturing operation in a company with installed CNC machine-tools, automation, with a minimum of \$3 million in annual sales.(1<sup>st</sup> year)

## SKILLS, KNOWLEDGE, AND ABILITIES:

Must have knowledge and ability to use computer systems.

Must have the skills and knowledge to keep all lines of communication open between all of areas of the Company.

Must possess an excellent knowledge in CNC machine-tools technology, Automation (robotic), custom machine tools, installation, repair, maintenance, materials and supplies, etc.

Must be able to read and understand blueprints.

Must possess good mathematical skills, read financial reports and prepare estimates for bids & quotes.

Must possess excellent verbal and written communication skills in English.

Must have the knowledge and skills to schedule and coordinate delivery of sold products and services.

Must be a goal-oriented individual who is self-motivated to achieve personal as well as company goals.

Must be an organized person who can coordinate several activities at once and establish priorities for the workload.

Must be able to develop, demonstrate, communicate, and manage.

Must have the ability to communicate with customers, vendors and other employees in a positive manner.

**WORKING CONDITIONS:**

This position will be working indoors in a climate controlled, smoke free environment, but also requires the employee to be moving through the shop floor on a regular basis. The employee is also required to travel and visit the company's clients on a regular base.

From this movement, the employee will encounter varying temperatures from these areas. The normal auto and air travel hazards will apply. Must have a reliable means of transportation. Travel will be in all types of weather including heavy rain and below freezing temperatures with snow conditions possible.

The noise level in the work environment is usually insignificant, but can be higher in other areas or when visiting customers' sites.

**AUTHORITY:**

The Sales Engineer reports to the Sales Manager who delegates the authority required to successfully accomplish all of the duties and responsibilities of this position.

The Sales Engineer can make preliminary estimates subject to further formal confirmation by the Office, and concede discounts to customers within the limit range authorized by the Sales manager. Any exception requires prior approval.

**DUTIES AND RESPONSIBILITIES:**

Develop, coordinate and control sales activities of the Company to produce the targeted sales and profit goals and budget, within the guidelines of the Company policies and the intent of the Company's mission.
---

Coordinate sales actions with the Sales manager and the Project Managers.

Develop and discuss with the Sales manager Sales Forecasts and submits for approval a sales budget no less than 20 days prior to the close of the Company's fiscal year for the subsequent fiscal year, or whenever requested.

Develop and implement effective and efficient sales efforts consistent with the overall marketing goals of the company.

Contribute to, and follow on, the implementation of marketing plans and actions.

Ensure that all the company commercial transactions are conducted in an ethical and prudent manner.

Settle all customer complaints at this level and/or seek guidance of the Sales manager as required.

Maintain a well-groomed, professional appearance consistent with the position and situations in which the same may be involved.

Attend trade shows, conventions, seminars and other meetings to enhance his/her professional knowledge or to promote the Company. The Sales manager will direct attendance.

Keep updated on the events in the industry and the market place that can impact the Company in order to take advantage of opportunities to improve the business practices.

Schedule the timely delivery of products and services in coordinating with the Sales manager.

Remain in contact with the customer base to ensure their satisfaction with the Company's products and services and to promote additional sales.

Prepare and submit all required sales and activity reports in a complete, accurate and timely manner.

Provide updates frequently on Sales Activity

Attend Sales meetings and be ready to present reports and discuss sales prospects and achievements.

Remain visible in the local and business community and in the market place in which the company operates and provide a positive and professional image for the company.

Keep regularly informed about, and check on the competitors' sales and marketing practices, products, services and prices offered, and any other information that may reinforce the Company's competitive edge.

Performs all other duties and tasks as may be directed from time to time by the Sales manager

#### **MEASURES OF PERFORMANCE:**

The Sales Engineer of the company shall be deemed to be performing in an acceptable manner when the following have been accomplished:

Meeting or exceeding sales volume goals and the gross profit margins, as established by and agreed with the Sales Manager and President.

All activity reports and paperwork are prepared and forwarded to the office in an accurate and timely manner.

Conducting him/herself in a professional and cooperative manner and maintains a groomed appearance at all times to reinforce the Company's positive image and reputation.

Customers' satisfaction exceeding expectations, with complaints dealt with quickly and held to an acceptable minimum, as established by the Sales manager.

\*\*\*If interested in this position, please email your resume and cover letter to:  
patrice.roehl@cncsolutionsllc.com

Please put the name of the position you are applying for in the subject line of your email.

CNC Solutions provides:

Medical Insurance

Supplemental Insurance

Short Term, Long Term Disability and Life Insurance

401K

and much more!