

Job Requirements

Job Title: Inside Sales Representative
Wage Category: ISR I, II, III
Department: Sales
Reporting to: Sales Manager

1. Bachelor's degree required
2. Strong prospecting skills required
3. Strong closing skills required
4. Strong understanding of hospital structure and role of hospital personnel required
5. Ability to build and maintain business relationships required
6. Ability to persuade and influence others required
7. Ability to qualify potential buyers required
8. Ability to maintain professionalism required
9. Ability to project a positive company image to the public required
10. Experience with MS Word, Excel, Outlook required

11. Knowledge of surgical instruments preferred
12. Knowledge of Sage software preferred
13. R.N. or Surgical Technologist certification preferred
14. Minimum 2 years of experience in inside sales preferred
15. Medical device sales experience preferred

16. Excellent telephone sales skills
17. Strong organizational, time management, multi-tasking and prioritization skills
18. Strong interpersonal skills

19. Highly self-motivated, ambitious, competitive, and persistent
20. Reliable, responsible, detail-oriented, confident
21. Able to follow written and verbal instructions
22. Able to work independently
23. Committed to achieving performance goals
24. Strong oral, written and listening skills
25. Outgoing, enthusiastic and persuasive
26. Proactive and able to make decisions
27. Work well under pressure, tight deadlines, and maintain composure in difficult situations
28. Work independently with minimal or no supervision

29. Position: Full time
30. Non-exempt
31. Working hours per week: 40
32. Hours gSource open: 7:30 am to 6:00 pm