

July 28, 2019 - Sales Associate

**SALES ASSOCIATE**- As the public face of the company, the Sales Associate is responsible for dealing with any and all customer questions about the products and services the company offers. A sales associate is expected to be continuously updating their knowledge of the company products, services, prices and policies. Another responsibility, almost as important, is their knowledge of competitors abilities and products. Why representing our company is a better solution to the customers plans and answers to short term and long term supply issues. Complaint handling is a critical part of this position. Turning a frustrated customer into a happy customer, and a repetitive buying customer is imperative to the long term growth of our company's survival and profitability. The Sales Associate must adhere to company policies, while applying empathy and tact, in all dealings with new and especially returning customers. Word of Mouth advertising or suggestions from old customers can make a current or future sale extremely easy or most difficult, depending how the past customers where treated. Appearances are important, business attire and positive attitudes are a must. Ability to communicate in the language and use of customs in all regions of the world are absolutely necessary. A first impression, which represents our company, can only occur once.

Greeting customers, responding to questions, improving engagement with products and providing customer service. Managing and understanding financial transactions is key to the wages and salaries and even bonuses of the individuals involved with sales. Happy, satisfied customers are the easiest customer to have repetitive sales from. The Sales Associate must have experience in dealing with people, maintain a positive attitude, and a professional appearance. Ability to read, write and perform basic math skills in the language of the customer.

This position is the face of our company. The duties are so important to the entire company that we will not compromise on ethics, morals or any infringements of proper behavior. All transactions will be honest, legal and fair.

Compensation and benefits will be based on a variety of factors including but not limited to prior experience, performance . Target data must be kept private and secret. Company information is vital and must never be shared with anyone without approval from Sales Manager and or Executives of this company.