



**Job Title: Sales Representative**  
**Reports to: Team Manager**  
**Salary Range: Salary + Commission**

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This position offers a base salary + commission with an unlimited earning potential in your first year. Nevill also offers a benefits package that includes 401K, health, dental, life insurance, paid holidays; as well as car and cell allowances.

**Duties & Responsibilities:**

- Present and sell company products and services to new and existing customers
- Prospect and contact potential customers
- Reach agreed upon sales targets by provided deadlines
- Set follow-up appointments to keep customers aware of latest developments
- Create sales material and proposals to present to customers
- Provide support to internal and external customers
- Maintain a professional attitude and work environment
- Special projects as assigned

**Minimum Qualifications:**

- Previous experience in sales, customer service, or other related fields
- Familiar with sales process/cycle
- Ability to build rapport with clients
- Strong negotiation skills
- Deadline and detail-oriented
- Current Driver's License
- Computer literate
- Ability to work with diverse groups and be a Team player