

# Sales Manager

Eclipse Office Technology is hiring Sales Managers! If you feel that you have what it takes to be a part of a fast-paced, innovative, business technology solutions provider, you might want to consider a career at Eclipse Office Technology.

Eclipse Office Technology strives to deliver the absolute best in customer service and satisfaction and are able to do so because of our employees. We are very proud of the longevity and tenure among our employees, yet as we grow, we often find ourselves looking for additional motivated, hard-working and loyal individuals that share our passion for technology and customer service.

At Eclipse Office Technology we will equip you with the tools you need to succeed in supporting all of our client needs.

Responsibilities will include:

1. Support sales efforts in office and on sales calls
2. Generate leads
3. Create monthly sales reports
4. Attend occasional trade shows and industry events to represent EOT and educate customers & reps
5. Occasional data entry
6. Become a master of the office technology suite EOT offers

At EOT we do not believe in "upselling" customers. At the core of our philosophy is to customize our services to best meet our partner's needs.

We require each member of our team to complete a thorough training

Skills & Qualifications

1. College recommended
2. Previous direct sales experience
4. Excellent communications skills
5. Drivers License and vehicle
7. Strong knowledge of Microsoft Office Suite
1. An honest, trustworthy, and outgoing personality
3. Ability to couple the best solutions for our customers
4. Verbal and written communication and presentation skills
5. Ability to work with a team

True to Silicon Valley culture, we believe in providing our staff a work - life balance with flexibility, potential to grow your own income, and opportunity for advancement.