



Inside Sales Manager – Eastern Region

Location

Boston MA

Overview

Perform as the coordinator of all inside sales activities for the Eastern Region

Description of Duties

- Match customer requirements with standard products. Interpret customer requirements from written or verbal inquiries.
- Leads the customer interface; including, communications, quotes, schedules; acts in the best interest of the customer, and, helps to establish operations priorities, where required. Follow up for product sales.
- Contact engineering department to determine possible alterations to standard products to meet customer requirements.
- Prepares and delivers the actual quote proposals, in conjunction with the Regional Managers and VP Sales, for new or existing agreements.
- Coordinate with functions such as purchasing, production, engineering or shipping to ensure that customers receive the best service possible.
- Suggests new contacts to the customer for further follow-up. Helps Regional Managers and VP to close out quotes and to provide necessary data to our reps that will help them capture the business.
- Arrange for consultations between engineering department and customers when necessary.
- Enter contacts, customer quotes, leads into Sales Force CRM application and produce reports from Sales Force as required. Use Sales Force CRM application to promote the sale of organization products to existing and potential customers.

Special Qualifications or Background Needed

- Technical background in PV industry a major plus
- Excellent computer skills are required. Experience with MS Word, Excel, Outlook, PowerPoint and some graphics programs. Knowledge of Salesforce Software desired. Web experience very helpful.
- Excellent written and math skills. Some manufacturing/operations experience
- Limited amount of travel may be required.
- Excellent interpersonal and managerial skills are required. Ability to resolve customer issues in a positive and productive manner is desired. Excellent written skills and telephone skills are required.
- Demonstrated 4+ years of progressive experience in a technical environment highly desirable.

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