



## Job Posting

**Location:** La Conner, WA

Covers North King, Lake Chelan & South Snohomish County Markets

**Job title:** Small Business Account Representative

**Reports To:** Regional Sales Manager, Small Business

**Purpose of Position:** The Small Business Account Representative is primarily responsible for promoting and selling high-speed data, phone, and video services to small businesses throughout a specific region via cold calling, networking, mailing and door-to-door canvassing.

**Responsibilities include:**

- Meet and exceed minimum monthly sales quota
- Identify key opportunities for network expansion and work with sales manager to establish a project to build
- Develop and foster relationships within business community and core groups
- Convey order information politely and efficiently to support personnel and ensure all order information is entered accurately and within 48 hours
- Complete all sales transactions, providing the customer with a scheduled installation which has been stipulated by engineering and construction
- Maintain and demonstrate a current knowledge of Wave products, programming and promotional offers
- Complete all paperwork and agreements accurately, legibly and thoroughly
- Provide exceptional customer service at all times
- Submit sales claims for unpaid completed sales within the allotted time frame
- Project a professional business manner and operate with a high degree of integrity
- Perform other duties as requested

**Required Qualifications:**

- Energetic, Hard working, Organized, Self Starter
- Strong interpersonal skills
- Aptitude for learning
- Willing to be part of a growing professional sales organization
- Excellent verbal and written communication skills
- Projects positive demeanor, presentation and presence
- Demonstrated ability to make professional presentations to prospects
- Ability to work well in unstructured environment
- Ability to communicate complex technical issues in an easy to understand way
- Superior customer focus to building and managing accounts
- Valid, satisfactory driver's license
- Willingness for frequent travel

**Preferred Qualifications:**

- High school diploma or equivalent required. 2-4 yr College degree preferred

- 1 – 2 years of practical, hands-on experience canvassing or cold-calling in small business market

**Diverse Workforce / EEO:**

WaveDivision Holdings (WDH) recognizes and strongly supports the benefits of a diverse workforce, and strives to provide a culture that recognizes the unique contributions of each of our employees. WDH requires a drug test, background check, employment, and education verification as conditions of employment. WDH is an equal opportunity employer and will consider all qualified candidates regardless of race, color, religion, national origin, gender, age, marital status, veteran status, and the presence of a non-job related handicap or disability, or any other legally protected status

**To Apply:** Interested candidates my send cover letter and resume to [hrmgr@wavebroadband.com](mailto:hrmgr@wavebroadband.com) (please include job title and location of position in your email)