



## Inside Sales Representative Chemtrac, LLC Norcross, GA

### Overview

Are you looking for a career in **inside sales**? Are you a team player, and would you enjoy communicating with customers and prospects, and offering new and innovative solutions for their water treatment processes? Chemtrac is seeking an inside sales professional for our facility in Norcross, GA. As an industry leader in water treatment instrumentation design and manufacturing, we are looking for an experienced and driven individual to join our team and help bring our sales to new heights.

### Responsibilities

- Qualify incoming leads, and forward to appropriate salesperson
- Prepare quotes and process parts orders from incoming calls/emails
- Contact existing customers to help initiate parts orders, and inform of any new products or updates
- Assist Regional Sales Managers (as directed) with preparing quotes and processing analyzer orders
- Prepare quotes for units sent in for service, and process service orders
- Provide limited technical support (phone, email) with support documents and training videos
- Manage promotional email campaigns and assist with social media presence
- Update CRM with customer activity data

### Qualifications

- Preferred technical 4-year degree (chemistry, engineering, environmental science, etc.); equivalent experience in scientific/technical settings will be considered as an alternative
- Preferred 2+ years sales experience
- Water treatment knowledge/experience would be very beneficial, as would experience with laboratory or on-line electronic instrumentation
- Must be authorized to work in US
- Must pass background check
- Must have a valid Driver's License and acceptable Motor Vehicle Record

### Traits We Value

- Strong verbal, written and presentation communication skills
- Computer competent – PowerPoint, Word, Excel, Outlook, Teams, and CRM software
- Ability to work independently, as well as in a team environment, with excellent interpersonal skills
- Organized, with attention to detail and the ability to effectively prioritize and manage time to meet critical deadlines
- Positive attitude, professional demeanor, and adaptable to a changing and fast-paced environment
- Mechanical aptitude
- Creative problem solver
- Able to research answers for problems outside knowledge base
- Self-starter that shows initiative
- Dedicated work ethic



### **Salary & Benefits**

Salary depends on past work experience. Available benefits include medical, dental, vision, short & long-term disability, life insurance, and 401K. Chemtrac also institutes a company-wide profit-sharing program paid out at the end of each quarter.

### **About Us**

At Chemtrac, we are dedicated to designing, manufacturing, and selling high quality analytical instrumentation to meet the needs of our customers. Founded in 1985, we have globally established ourselves as a reliable solutions provider in the water treatment industry, as well as other industrial markets.

We are located in the Metro Atlanta area. Understanding that our employees are essential to our success, we hire smart, talented, and innovative people...and once they land here, they tend to stay with us (current average tenure is 15 years).

We offer a competitive salary, an ample benefits package, career growth opportunities, and a desirable work environment. Come join our team!

*Chemtrac, LLC does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, veteran status, or other status protected by law. It is our intention that all qualified applicants will be given equal opportunity and that selection decisions will be based on job-related factors.*