

JOB TITLE

Sales Account Executive

DESCRIPTION

Calico Wallpaper is excited to announce an opening for a highly motivated, senior level Sales Representative to join our team. The Sales Account Executive will be a primary contact and relationship builder for our architecture, interior design, and contract clients. Though the position is based in our Brooklyn, NY studio, the sales rep will be expected to work in the field as much as possible to seek out and grow the client base for Calico Wallpaper. We look forward to hearing from you.

DUTIES AND RESPONSIBILITIES

- Diligently work to achieve monthly set sales targets while maintaining client relationships
- Work to complete the required quarterly client outreach meetings and maintain a continued and growing list of new trade clients to approach
- Represent the Company's brand with comprehensive knowledge of the product's technical information to anticipate and support all client needs and questions
- Manage the client relationship throughout the individual sale from inception to final delivery and continue outreach after the order is closed to rejuvenate the relationship
- Attentively maintain a high quality of operating procedure and client correspondence in accordance to the standards and policies of the company for sales
- Assist in the establishment and maintenance of all store/company based events
- Work in a team environment with sales colleagues to achieve the monthly team sales objectives
- Achieve and work to complete any additional duties or projects as designated by management
- Participate in staff meetings to report on sales progress, share ideas and motivate the team

SKILLS WE SEEK

- Self-motivated with a strong focus on detail and quality of work
- Readily available for client inquiries and able to maintain a positive solution focused attitude
- A working knowledge of the industry including awareness of key firms to target
- Strong customer service skills and a high level of accuracy and organization
- The ability to create and maintain productive relationships with colleagues and clients
- Prior experience in sales and working with architecture and/or interior design
- Proficient computer skills, experience in salesforce, QuickBooks, and Google Suites a plus

THE POSITION

Competitive base salary with bonus structure based on achieving set sales targets. Benefits include paid vacation, holidays, and health insurance.

Send email including cover letter and resume *embedded into the email* to:
rachel@calicowallpaper.com