



RG-SR-01 Sales Representative

Job Responsibilities

- Create and maintain product control
- Act as liaison for program negotiations including contracts
- Knowledgeable on price and cost administration
- Build weekly budget analysis in determining appropriate quotas
- Market and manage integrated document conversion solutions to the government

Job Requirements

- 3 years of sales experience in software
- Bachelor's degree or equivalent work experience
- Experienced sales professional in DC and Federal Government
- Excellent interpersonal and communications skills (verbal and written)
- Proficient in Microsoft Office software programs (Word, PowerPoint Outlook, and particularly in Excel) use of email and internet
- Knowledge of consumer products and services for manufacturers of copiers/printers hardware in addition to software, computers, and document imaging
- Strong technical and analytical skills
- Willingness to be part of a team in a growing environment organization
- Ability to act professionally at ALL times and safeguard confidential borrower, financial and other information

Submit your resume to: hr@documentmanagers.us | www.documentmanagers.us
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