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**PTDA Bearings & Power Transmission, Inc.**

**One Sprocket Lane**

**Reducer Springs, Michigan 48000**

**PT/MC Job Description**

**Director–Sales (Regional Manager Sales, Area Vice-President) – Exempt**

**Reports to:** Vice President– Sales

**Job Summary:**

The Director of Sales position has P & L responsibility for a geographical region or specific business sector or business unit. Provides direction, counsel and guidance to Account Managers. Manages sales territories, establishes sales forecasts, and oversees sales compensation programs for assigned Account Managers. Oversees product and sales promotions and is responsible for establishing quotas or goals for such programs.

**Job Functions:**

* Oversees profit & loss for a specific business unit, geographical territory, or specific group of Account Managers.
* Provides regular support to Account Managers for territory management, including providing feedback for CRM entries, joint calls to key target accounts.
* Oversees the forecasting process for area of responsibility. Sets individual goals for each Account Manager. Ensures that each Account Manager’s pipeline has sufficient opportunities to be to able to surpass individual forecast.
* Manages sales compensation program for assigned Account Managers. Provides regular feedback on sales objectives and impact on future compensation.
* Executes the organization’s market plan with respect to the sales role.
* Conducts interviews of candidates for open Account Manager positions. Makes final hiring decision with input from human resources and other management personnel.
* Trains new Account Managers on product, territory management, sales skills, and organizational culture.
* Provides reporting of territory activities to Vice President – Sales and other executive management. Participates in annual sales meetings as a presenter and trainer.
* Able to work remotely up to two days per week.

**Skills Needed:**

* Relationship builder with external and internal customers. Use networking ability to work through the organization and provide quick responses and solve problems.
* Excellent verbal communicator who is comfortable with one-on-one communication, as well as presentations to small and medium sized groups.
* Strong management skills, including the ability to provide direct communication regarding sales results, provide support to, and take decisive action with direct reports.
* Medium to strong proficiency with Microsoft Office products, including Outlook, Word, Excel and PowerPoint. Create concise and appropriate emails to direct reports, other management and to end user customers. Create written business letters using Word. Create and manage Account Manager and customer data using Excel. Create and utilize PowerPoint for internal and customer presentations.
* Strong understanding of the organization’s ERP computer software. Proficient at utilizing laptop, PC, tablet, and smart phone.
* Strong technical aptitude to be able to train others on organization’s products, understand end user applications, and apply knowledge to help Account Managers to provide solutions.
* Ability to navigate manufacturing product catalogs and websites to find and convey information to others.
* Thorough understanding of tools that would be used by Account Managers when interacting with end user customers.

**Education/Experience Required:**

* Bachelor of Science in Business or Bachelor of Science in Engineering, but with additional coursework in business up to an MBA

**Other:**

* Reports to the Vice President – Sales but will also interact and receive direction from other senior managers.

**EEO Statement:**

**PTDA Bearings & Power Transmission, Inc**. provides equal employment opportunities to all. We prohibit discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, protected veteran status, sexual orientation, or any other characteristics protected by federal, state or local laws.