



Sales Assistant/Growth Specialist

Primary Responsibility

- Signarama Brighton Colorado is seeking a *FULL TIME* employee to become part of our sign sales team. This is an inside sales position with the advancement to outside sales and marketing.

Position Description

- Prepare quotes
- Assist outside sales reps with quotes and researching products
- Enter in new clients to our customer order system
- Must be able to quickly learn and understand proprietary software
- Able to learn our products and promote to customers
- Answer phones and customer questions
- Assist walk in clients
- Have outgoing and positive demeanor
- Coordinate with designer and production for projects assigned
- Perform site surveys as requested
- Attend networking events as assigned

Required Qualifications

- Organized with excellent follow up skills
- Willing to learn to new things
- Familiar with Computers and Microsoft office
- Punctual
- Valid Driver's License
- Ability to quickly learn and maintain information
- Work well in team environment
- No Prima Donna's
- Understanding of sales and marketing process
- Can deal with fast paced environment

Compensation

- Working in a job you can feel good about, with good people.

- Above average pay
- Vacation time
- 8:30am-5pm, M-F work week with occasional opportunities for overtime.
- Bonus opportunities - be rewarded for your efforts
- Paid Holidays

Want to join the team? Send your resume to Dawn@signaramacolorado.com or upload your resume at www.signaramacolorado.com/about-us/career-opportunities.html