

Position Description

Position Title: Brand Ambassador	Reports to: Sales Manager
Department: Sales	Pay Base: Salary & Sales Bonus
Revision Date: November 8, 2021	Location: Boise, ID

Position Overview

The Brand Ambassador is responsible for all sales activities of assigned, current, and potential client base. Expand customer base through strategic planning and company objectives. Adheres to company culture guidelines for the achievement of customer satisfaction and revenue generation.

Responsibilities

- Retain and build sales with existing client base
- Cultivate new business through strategic objectives co-authored with Sales Manager
- Acquire artwork, prepare and submit orders accurately to suppliers
- Prioritize and manage daily calls and workload
- Maintain professional internal and external relationships that meet company core values
- Strengthen professional and community relationships by attending outside functions such as after-hours networking events and leads groups
- Any other job functions as determined by Leadership team

Qualifications

- Bachelors Degree in Business, Marketing, Advertising, or similar industry experience is a plus
- 2+ Years experience in Sales or Account Management is preferable
- Proficient in Word, Excel, CRM systems, and Outlook
- Detail oriented and goal focused
- Excellent leadership and management skills
- Strong communication skills and ability to interact with people at all levels within the company and externally

Other Skills/Abilities

- Positive attitude & outgoing personality that enjoys the work, purpose, and vision of our company
- The capacity to listen, care, and learn from mistakes
- Open minded & ready to learn
- Self-motivated, confident, flexible, ability to interact with team members & clients
- Creative problem-solving skills
- Work hard! Play hard! and laugh in between

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.