



JOB DESCRIPTION

Residential (COD) Sales

Job Title

Commissioned Position

Pay Range/Pay Grade

January 7, 2010

Updated

Santa Fe Springs, CA

Branch

Mary Sloane

Written By

Sales

Department

Exempt

Status

Santa Fe Springs

Immediate Supervisor

Basic Function

The Residential COD Salesperson is directly responsible for the performance of their duties, their primary accountability being to develop new customers and procure new shipments to meet established sales and marketing goals in accordance with approved Company guidelines.

Job Duties*

1. Establishes and maintains rapport with potential customers to identify customer needs regarding moving, packing and storage services and secures future sales.
2. Meets with potential residential COD and one-time National Account customers to survey belongings in order to obtain information necessary to furnish a complete and competitive bid.
3. Completes move surveys and other sales documents as needed accurately and in a timely fashion to promote a smooth move process.
4. Maintains contact with customer through entire move process to heighten customer satisfaction and accurately gauge move performance.
5. Stays up to date and informed regarding services offer by the Company and United Van Lines to in an effort to provide maximum customer satisfaction.

If you are interested in applying for this position, please e-mail your resume to MarySloane@smmoving.com or fax it to her attention at 562 693-9671.

** Denotes "essential functions" in accordance with the guidelines of The Americans with Disabilities Act. The essential functions of this position include, but are not necessarily limited to, those specifically identified in this description. The position and its essential functions may change over time and these changes may not necessarily be reflected in the position description. The Company may, at its sole discretion, add to, change, or expand the essential or marginal functions of the position.*