

Job Title: Territory Manager

Reports to: Director of Sales

Job Summary: The Territory Manager is responsible for driving sales in the local Miami and Shelby County market by nurturing local relationships and competitively bidding and managing projects that ensure Hemm's Glass is customers' first choice for glazing products and services.

Key accountabilities:

Develops mutually beneficial relationships with internal and external project stakeholders to create new business opportunities, increased the likelihood of project success, and improve reoccurring revenue streams.

Accurately estimates material and labor including proactive customer follow-up with the intent of creating a competitive advantage in order to maximize closure ratio.

Drive each job to ensure worry-free projects for our customers, vendors, and employees.

Minimum Qualifications:

Bachelor's degree or equivalent
Experience with business to business sales and business to customer sales
Strong management, time management and communication skills
Ability to work in fast paced working environment

Additional Job Functions:

Act as company liaison to customers and is the first point of contact for all addressing all project related questions, clarifying and resolving project issues, changes in the scope of work, quality concerns, project delays or warranty issues.

Prepare cost estimates for identified projects and develops bidding strategies.

Provides the Sales Director with weekly and monthly job status reports and updates on the sales funnel, account plans and opportunities projected to close; ensuring all data is up to date and accurate on a daily basis in Salesforce.

Completes the internal setup for proper tracking and documentation of all projects.

Ensures project buy-out process is completed in a timely manner. Writes purchase orders for all project related materials and tracks outstanding orders to ensure on-time delivery, ensuring vendor information is accurately documented.

Collaborates with Draftsman to communicate scope of work and specifications to facilitate accurate shop drawings; reviews drawings for accuracy and submits to appropriate parties for approval.

Coordinates with fabrications to schedule project requirements, ensures on-time availability of materials for fabrication.

Oversees the execution and operational efficiency of all assigned projects to ensure a quality on-time completion

Performs project performance analysis; evaluates performance to established metrics and reports on variances conducts post mortem review with Foreman and Training Manager to ensure field staff is aware of project performance and drive future project performance.