



Job Title: K-12 Sales Specialist
Department: Sales and Marketing
Reports To: VP of Sales and Marketing
FSLA Status: Fulltime / Exempt
Location: Corporate offices or remote location depending on assigned territory.

Position Mission: The K-12 Sales Specialist supports the organization's mission, vision and values by exhibiting the following behaviors: excellence and competence, collaboration, innovation, respect, personalization, commitment to community, and accountability and ownership.

As a member of the organization's sales team, performance includes demonstration of the following accountabilities: leadership, communication, mentoring, empowerment, and resource management.

Position Summary: The K-12 Sales Specialist is responsible for profitably acquiring new Technology Managed Solutions (TMS) accounts for the K-12 school market. The K-12 Sales Specialist is also responsible for measurably expanding the VARtek presence in those accounts and renewing and/or extending the customer agreements. The K-12 Sales Specialist will maintain high level executive relationships with accounts and coordinate with the VARtek team members in the sales and service process.

Essential Duties and Responsibilities include the following: Other duties may be assigned as required to meet the corporation goal.

- Locate, target and prospect technology outsourcing sales opportunities in the defined sales territory.
- Utilize VARtek sales process and sales strategy during sales phases
 - Identify and secure meetings with all key stakeholders
 - Determine needs & requirements
 - Lead in the preparation of proposals and analysis engagements
 - Determine strategies to profitably meet customer's needs
 - Strategize, arrange and moderate (or lead) on site visits, meetings and school board presentations
- Achieve assigned monthly activity and selling objectives for new suspects and prospects, analysis contracts and outsourcing wins
- Assist in expanding and renewing outsourcing service contracts with existing accounts
- Collaborate with the management team to develop and implement plans designed to enable the Company to meet sales, growth, and market share objectives.
- Develop and maintain customer relationships to ensure efforts result in achieving and exceeding annual revenue, order and profitability objectives
- Manage customer expectations in a professional and courteous manner with a goal of meeting or exceeding expectations consistently.
- Attend trade shows and conferences that attract prospects
- Full compliance and utilization of all assigned VARtek sales tools

Qualifications/Requirements:

To perform this job successfully an individual must have proven experience developing successful client relationships and closing sales. This person must be able to communicate effectively with clients, executives, management and internal personnel. This person must be able think, act, and react strategically, manage multi-task assignments, and work independently. The items listed below are representative of the knowledge and ability required for this position.

Education and/or Experience: Bachelor's degree, up to 5 years selling experience or equivalent combination of education and experience. Demonstrated experience selling, servicing, marketing or supporting technology and/or outsourcing solutions is desired. Knowledge of K-12 markets a plus.

Reasoning Ability: The ability to analyze information and solve problems on a complex, thought-based level; Ability to apply knowledge in problem-solving using theory, metaphor, or complex analogy; and Understanding relationships between verbal and non-verbal ideas; A wide degree of creativity and latitude is expected. Math and related analysis skills including the ability to review/analyze and comprehend school districts financial operations, costs and funding.

Knowledge and Skill: Dynamic prospecting and sales communication skills to independently locate, target, configure solution and win business; Skilled in self generating sales leads and qualifying opportunities; Problem solving and creative thinking skills that devises account strategies and tactics that enable VARtek to profitably win sales opportunities; Effective in making high-impact presentations to individuals and large groups.

Competencies: Action-oriented with ability to deliver creative, timely and positive results; Passionate about selling complete solutions; exceptional writing and editing skills; superior project and time management skills; Strong networking and relationship building skills; Ability to deal effectively with change

Application Knowledge: Demonstrated ability to effectively use office automation and communication software and tools currently being used in the office environment. Microsoft Word; Excel; PowerPoint;

Corporate Expectations: Employees are expected to generate ideas that will improve sales growth, broaden our market footprint and create brand identity. Employees are expected to work extended hours to meet deadlines when required by business needs. Employee should be excited to thrive in an atmosphere of constant change, process, and innovation

Work Environment. The Company provides a friendly, comfortable work environment with moderate temperature variations and noise levels. Travel is required throughout assigned territory. VARtek customers are located within a 1 day drive of corporate headquarters.