



## POSITION POSTING

### Inside Technical Sales Representative

---

**LOCATION:** Calgary, Alberta

**REPORTING TO:** President

**RESPONSIBILITIES:**

The Inside Technical Sales Representative supports Sapphire's business growth by working with our technical sales managers, engineering group, operations, and our current dealer network to further the expansion of market share and geographic coverage in Canada.

Key responsibilities of the position include, but are not limited to the following:

- Support the sales team by managing in-coming inquiries from existing and potential new customers related to product selection, and application.
- Provide accurate and credible technical information and application proposals and solutions to customers.
- Build strong rapport and loyalty with dealers by providing exceptional and timely customer support.
- Stay abreast of water treatment and waste water treatment industry trends and changes.
- Maintain strong level of product knowledge and relevant applications.
- Maintain sales data and run monthly, quarterly, and yearly sales reports for team.
- Fill orders by transferring requirements to operations; communicating expected delivery dates.
- Assist in the development and maintenance of professional sales collateral.
- Assist in the continuous management and improvement of the company website.
- Maintain small systems competitive costing models for small systems portfolio.

**QUALIFICATIONS:**

To meet the challenge of this role we are seeking an enthusiastic and organized self-starter with a strong sense of integrity, commitment, and urgency. A high level of proficiency in both oral and written communication skills is a must. Fluency in French would be an asset. Ideal candidates should have the ability to work effectively in a team-based environment, as well as ability to work independently. Applicants should have 2+ years in a similar role. A Diploma in Mechanical or Civil Engineering Technology would be an asset. All applicants must also have a familiarity with sales processes as well as experience writing proposals and coordinating customer engagement activities. The ideal candidate will be familiar with water treatment technologies and the water treatment industry.

**QUALIFIED APPLICANTS SHOULD REPLY IN WRITING TO:**

[humanresources@sapphire-water.ca](mailto:humanresources@sapphire-water.ca) 1600, 530 – 8<sup>th</sup> Avenue S.W. Calgary, Alberta, T2P 3S8