


CCTY USA Bearing Company	Version No.: 0    Revision No.:0
	<b>Job Description: Sales (Account) Manager</b>

**I.     Overview:**

The Sales (Account) Manager develops new business relationships and expands current relationships with large strategic OEM customers. These customers represent significant importance to the advancement of CCTY Bearing GmbH both domestically and internationally. The position reports directly to the Director of Sales.

**II.    Job Responsibilities:**

- Responsible for new sales opportunities at strategic accounts
- Responsible for achieving sales goals and sales objectives
- Responsible for planning and executing sales strategies
- Excellent written and verbal communication skills, internally and externally
- Responsible for forecasting and budgeting of customer requirements
- Responsible for the coordination of activities between strategic accounts and CCTY China
- Responsible for reviewing sales contracts
- Customer liaison and support for present and future company customers
- Organizing and submitting quotations and follow up for same
- Respect customer compliance requirements
- Responsible to understand all documents such as PPAP's, customer drawings and various engineering reports
- Must work closely with CCTY support staff to ensure customer satisfaction
- Must be willing to travel nationally and internationally
- Attend training, seminars, trade shows, and customer house fairs /events

•    **Qualifications:**

- 4-year college degree preferably a mechanical engineering degree
- 3-5 years of successful selling to large OEMs preferably bearing sales
- Good knowledge of Microsoft Office Programs (Word, Excel, Outlook)
- Very good written and spoken English language skills