# Inside Sales Representative Trainee II (Recent University Graduate) (Pipeline)-380557

# Job Description

### Business environment

hp dreamed of pioneering e-commerce and m-commerce...and it's happening. We dreamed of intelligent appliance, infrastructure and e-solutions...and it's happening, too.

All it takes is imagination. Lots of it. Which is why our approach is not just to sell boxes.

Our sales organization delivers a unique customer experience. We think of the business as a whole. We work together to sell strategic solutions as well as stand-alone products. And that's how we lead the e-services revolution. The impact of e-services is transforming our customers' business, transforming the experience of their customers, transforming our customers' value, enabling us to become catalysts in creating processes, redefining industry structures and changing the markets in which we operate.

We've built a sales operation with offices throughout the world. In every one of them is a team of inventive, capable people - committed to serving their customers and with the drive to meet demanding targets.

#### Inside Sales Representative

The Sales Representative has responsibility for selling the hp product portfolio to targeted list of small and medium businesses, corporate accounts, government agencies, schools and OEM's, via telephone and by working in collaboration with OEM field sales teams. The successful candidate in this position will perform resolution of customer issues and will participate in important negotiations with key customers. Responsibilities include solution selling with a customer first mentality and selling across hp's product family, by taking telephone orders and inputting data into order administration system. The representative also responds to telephone inquiries regarding order delivery/expediting, and routes customer to appropriate company resources as needed. The position carries account responsibility with quota.

### This position is located in Rio Rancho, New Mexico.

- Selling hp commercial products and services.
- Converting customer calls into sales orders and maximizing order size through cross-selling and up-selling techniques
- Quota and sales driven environment
- Metric and fact driven decision-making process
- Fast-paced, high energy, competitive environment
- Maintaining understanding of market conditions, competitor products and pricing; using this knowledge to position hp products in a favorable manner
- Promote hp brand by educating and motivating customers
- Supporting customer relationship management by building customer profiles
- Reporting customer interests and needs to Product Lines and Marketing to improve offerings
- Maintaining in-depth knowledge of hp products by attending training sessions
- Transformation of customer needs to benefits provided by hp products

## Qualifications

#### **Requirements:**

- Bachelors or Master's degree.
- The successful candidate is completing or has completed an undergraduate or higher degree and join hp within 12 months of completed that degree program.
- Outstanding verbal (including telephone) and written communication skills.
- Track record of achievement
- Leadership experience
- Ability to work in a fast changing environment.
- Ability to work well both independently and as part of a team.
- Some experience in customer service and/or sales, preferred.
- Outstanding keyboarding skills
- Superior communications (verbal and written) skills
- Ability to multi-task (conduct a sales call while using a PC or other sales tool)