



Title: Dairy Process Consultant

Classification: Salary Exempt + Commission

Reports to: Director of Sales

Date: 10/2022

In the performance of respective tasks and duties, all HART employees are expected to perform his/her work in accordance with the HART values: Integrity, Quality, Customer-Employee-Family Focus, Continuous Improvement, Accountability, and Safety.

Summary/Objective

The Dairy Process Consultant is responsible to prospect and generate new commercial business and grow existing client revenue. The position requires researching new clients and cold calling.

Essential Functions

- Propose customer solutions that are compliant with appropriate local, state, and federal regulations.
- Develop and maintain a thorough knowledge of the HART product line, services, and pricing structure.
- Identify leads, manage prospects and acquire new business.
- Determine customer needs and propose appropriate service needs.
- Meet or exceed the new business sales goals.
- Complete scheduled and cold call prospecting activities to establish first and follow up appointments with customer decision-makers.
- Prepare and deliver sales proposals/presentations and follow up with key decision-makers.
- Utilize the HART Zoho Customer Relationship Management software daily, scheduling and documenting activities, and developing prospective customer profiles.
- Complete required Customer Service Agreements and or Confidentiality Agreements (unaltered), reports, and other paperwork promptly and per Company policy.
- Develop and maintain an awareness of market behavior and competitive trends and respond accordingly.
- Regularly meet with the Director of Sales to review weekly sales activities, progress on goals, and status of prospective customers.
- Other duties, as assigned.



Competencies

- Must know about machine design, packaging, material handling, automation, machine tooling, manufacturing processes and maintenance methods
- Must present and communicate in a professional manner
- Excellent verbal and written communication skills
- Must be organized with good time management skills
- Possess proven analytical/problem-solving solutions for the customer and the company
- Computer proficiency in Windows and Microsoft applications
- Previous cold calling experience
- Experience in developing and executing territory sales strategies
- Possess strong presentation, negotiation, and closing skills
- Must be self-motivated and able to work independently to meet or exceed goals
- Cheese industry experience, a plus

Work Environment

While performing the duties of this job in an office setting, this role routinely uses standard office equipment such as computers, multiline telephone system, copy/scan/fax machines, & MS office suite.

While performing the duties of this job in the manufacturing environment the employee is frequently exposed to moving mechanical parts and vibration. The noise level in the work environment can be loud on occasion.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to stand, talk and hear. The employee is frequently required to use hands to finger, handle, or feel objects, tools, or controls and to climb or balance. The employee is occasionally required to walk; reach with hands and arms; stoop, kneel, crouch, or crawl.

The employee must regularly lift and move up to 10 pounds, frequently lift and move up to 25 pounds, and occasionally lift and move up to 50 pounds. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and the ability to adjust focus. The position also requires sitting in an upright position using a computer, keyboard, and mouse for extended periods.

Position Type/Expected Hours of Work

This is a full-time position. Days and hours of work are Monday through Friday, approximately 7:30 a.m. to 4:30 p.m. Position requires evening and weekend hours on occasion.



Travel

Up to 50% travel may be required in this role.

Required Education and Experience

- High school diploma or equivalent; Bachelor’s Degree in Business, Marketing, Sales, or related field preferred.
- Minimum 5 years outside business-to-business sales with a proven track record of success.
- Two years of experience in a customer-facing sales role (business to business).

Additional Eligibility Qualification

Valid Wisconsin driver’s license and good driving record

AAP/EEO Statement

HART Design & Manufacturing is an Equal Employment Opportunity Employer. Women, minorities, veterans, and individuals with disabilities as well as other qualified individuals are encouraged to apply. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin or other protected class status.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Signatures

This job description has been approved by all levels of management:

Director of Operations _____

HR _____

Employee signature below constitutes employee's understanding of the requirements, essential functions, and duties of the position.

Employee _____ Date _____