| Outerstuff Strategic Account Sales Associate  Roles and Responsibilities  March 2023 | | | cid:image001.jpg@01D1FD3E.CAB36850 |
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| **Key accountabilities for the Role** | | | |
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| 1. Plan for Success: | | 1. Create financial and visual assortment plans for strategic accounts. | |
| 1. Sales Goals:   Meet/exceed goals against  yearly sales targets | | 1. By Account. 2. By League. | |
| 1. Execution | | 1. Plan seasonal assortments and travel as needed to assigned accounts. 2. Deliver against sales targets for each account - by league. 3. Monitor sell Thru’s and plan re-orders and future pre-book programs based upon sales and trends. 4. Communicate with accounts on a daily/weekly basis in season to ensure sales opportunities are fulfilled. | |
| 1. Master the fundamentals | | 1. Computer proficiency:   Simparel and Microsoft applications - especially Excel, Word and PowerPoint.   1. Confirm all orders have been processed and entered. 2. Confirm shipping with retail partners. 3. Monitor CTF’s and the order file to ensure all commitments are executed upon. 4. Ensure all Outerstuff policies and requirements are followed. | |
| 1. Communication | 1. Ensure all internal stake holders are keep informed on all pertinent issues/opportunities. 2. Complete weekly update reports and account meeting recaps. | | |
| 1. Team Player | 1. Work in tandem and lead sales coordinators. 2. Assist teammates as needed especially during hot market and other events. 3. Assist in account coverage during teammates absence. | | |
| 1. Marketplace management | 1. Know the competition. 2. Marketplace insights - online, brick and mortar. 3. Utilize insights - product, pricing, etc. to effect current and future assortments and develop incremental in season opportunities. | | |