

## District Sales Manager

Edmonton, AB

Founded in Edmonton in 1990, Hi-Tech Seals is a leading Canadian seal, gasket, rubber and plastic component distribution and manufacturing company, with a longstanding commitment to customer service. Our staff work closely with customers to find the best solution for their sealing needs. We offer an extensive line up of seals and seal related products, along with custom manufacturing capabilities to meet our customer's needs. Over our 30 years in business, we have grown to multiple locations across Canada and the United States. We take pride in providing superior customer service and products that go beyond our customer's expectations.

At Hi-Tech Seals our people are a key competitive advantage. We are committed to the professional development and education our employees and offer an extensive in-house training library. In addition, Hi-Tech Seals encourages employees to explore external training and offers access to funding as part of our commitment to employee development and career advancement.

Join a company that excels in developing and empowering employees to reach their potential.

### **Position Synopsis:**

Reporting to the Regional Sales Manager, the District Sales Manager is responsible for geographic sales in the regions of Northern Alberta, Northern British Columbia, and Northern Saskatchewan, ensuring profitable growth of product lines and customer accounts through the management of all direct reports.

### **Primary Responsibilities:**

#### **Strategic Planning**

- Negotiate and achieve sales, product, and margin goals in agreement with Regional Sales Manager.
- Collaborate with Senior Management, coworkers, and direct reports for the development of strategic initiatives in identified industries, accounts, and products.
- Communicate and collaborate with sales team to ensure opportunity validity, volume and close rate align with projected results.
- Instill direct reports with consistent, proactive planning to customer contacts and project development.
- Coordinate quarterly review of sales team as a tool to evaluate resource expenditure and fulfillment of set expectations.
- Investigate and compile industry, company, competitor, and product information as a resource towards future strategic investments.

#### **Sales**

- Evaluation of new clientele for potential, applicability to core competencies and market segmentation.
- Accompany members of the outside sales team on customer visits to augment the business relationship and identify opportunities to mentor employees.
- Coordinate and disseminate all in-coming sales leads to optimize potential for successful integration to Hi-Tech Seals.



- In cooperation with operations, troubleshoot customer service, delivery, and product quality issues.
- Evaluate opportunities, identify projects, and contribute to the coordination of a multi-faceted sales approach.
- Proactively monitor and react to product trend analyses to diminish risks of obsolescence.

### **People Management**

- Work in cooperation with Human Resources to complete recruitment, selection, orientation, mentor, coaching and discipline all direct reports.
- Provide constructive feedback to Technical Sales Representatives to aid in the continual improvement of their selling abilities.
- Conduct quarterly performance reviews, and annual planning session individually with each sales team member.
- Collaborate with the Regional Sales Manager to develop incentive programs for Technical Sales Representatives which align with organizational, territorial, and strategic goals.
- Monitor incentive programs for validity and pertinence and report outcomes to Regional Sales Manager for review.
- Monitor and approve of expense reports to ensure conformance with guidelines and appropriate expenditure in relation to revenue.

### **Training and Development**

- Train sales representatives in sales techniques and business skills.
- Ensure Technical Sales Representatives are provided optimal:
  - Product training on new and existing sealing products
  - Material training on new and existing products
  - Market training on new and existing business
- Identify opportunities for professional development of individuals which supports company strategic goals.

### **Inter-Departmental**

- Collaborate with Purchasing Manager regarding any issues identified with supplier and product.
- Assist Technical Sales Representatives with strategic selection of supply chain channel choices on new opportunities.
- Collaborate with Engineering in the coordination of endeavors to ensure scope and capabilities best suit industry demands.
- Collaborate with Customer Service to ensure service levels align with profitability and potential of clientele.
- Collaborate with Quality Control to ensure management systems and procedures align with key customers' expectations.
- Collaborate with IT to ensure seamless integration of electronic tools with the completion of employee's job functions.
- Collaborate with Distribution to ensure accuracy of capabilities and capacities are consistently reinforced with customer base.



### **General**

- Active participation in Hi-Tech Seals safety and quality control programs.
- Attend industry/customer related functions as required.
- Other duties as assigned.

### **Education and Experience:**

- *At minimum Grade 12 High School Diploma.*
- Post-Secondary education in Business Management, Marketing, or other related discipline.
- At minimum 5 years in progressively responsible outside sales and/or marketing roles.
- At minimum 5 years in the management of a team in a Supervisory capacity.

### **Characteristics and Competencies:**

- Customer centric
- Results driven
- Motivational leader
- Well established business practice
- Effective communicator
- Listens to understand
- Optimism and confidence
- Innovative thinker
- Influential at all levels
- Effective team builder
- Mechanical aptitude
- Guardian of the culture
- Valid driver's license

We are an equal opportunity employer and offer a competitive total compensation package.

Interested applicants should submit their application to: Human Resources, Hi-Tech Seals Inc., 9211 – 41 Avenue NW, Edmonton Alberta T6E 6R5 or email [hr@hitechseals.com](mailto:hr@hitechseals.com)

Visit our website at <https://www.hitechseals.com/careers-job-openings.asp>

Application close date: March 14, 2021

