

# Dominion Payroll



Location **Tennessee**  
<https://www.genclassifieds.com/x-373947-z>

## Sales Representative - Nashville, TN POSITION OVERVIEW

Dominion Payroll Service Sales Representatives work in a competitive and fast-paced environment. This position is responsible for a variety of sales related duties to include prospecting and developing sales relationships with strategic partners, potential clients, as well as closing new sales and developing a reputable relationship with existing clients. **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- ? Analyzing customer needs and interests, determining which products/services are appropriate and present to final decision makers and end users.
- ? Prepare proposals with clients' specific needs.
- ? Gather documentation necessary for the conversion of client.
- ? Meet or exceed sales.
- ? Build and manage expanding network of "influencers" so as to extend company footprint and build brand awareness and receptivity.
- ? Partner with clients to leverage value and provide on-going opportunities and referrals.
- ? Identify prospects within assigned territory or channel. Develop relevant sales strategy and action plan to convert prospects into clients. Track and monitor progress against objectives.
- ? Identify opportunities to cross sell company's products and services.
- ? Provide ongoing progress updates on new business development activities, performance against the sales plan, and other key indicators to the CEO/Owner.
- ? Develop and execute cold calling strategy to prospect targets for potential leads.
- ? Responsible to observe, implement and fully adhere to the sales systems used by DPS.
- ? Generate revenue by developing market potential through lead generation, networking, trade shows, recommending products/services and closing sales.
- ? Provide support for other departmental projects as needed.
- ? Cooperate with other departments to achieve common company objectives.
- ? Project an outstanding professional image in representing DPS to clients and the community.

Attend meetings to discuss work weekly and on other activities

### REQUIREMENTS

Bachelor's degree in sales, marketing, business, management, business administration, or other relevant field of study; OR a combination of education and experience

- ? Two to three years Business-to-Business sales experience.
- ? Collaborate with management and marketing to achieve sales goals monthly, quarterly and yearly.
- ? Must have domain expertise in one or more of the following areas: Payroll, Benefits, Time, and HR
- ? Be a self-starter, a highly motivated person able to work in a fast paced environment that is continually changing.
- ? Strong analytic and problem solving skills; able to identify areas of improvement and make sound recommendations to solve problems.
- ? Excellent organizational and time management skills.
- ? Effective at handling multiple concurrent large projects.



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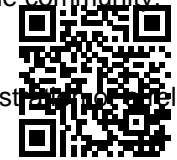
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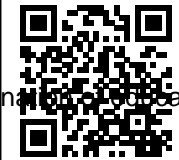
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? Must have strong cross-functional teamwork skills.  
? Ability to work independently with minimum supervision, and proceed on own good judgment.  
? Excellent verbal and written communication skills.  
? Understand, embrace and embody DPS Core Values. These core values clearly define the DPS culture, and they must be reflected in everything we do and every interaction we have. Our core values are the framework from which we make all of our decisions.

?Balance: We live balanced lifestyles, caring for our families, friends, and ourselves just as much as we care for our company and our clients.

?Teamwork: We're in this together. We respect each other, support each other, and march together towards our common goal of providing great service for our beloved clients.

?Kindness: In all things, we lead with kindness. We foster a spirit of understanding, mutual respect, open communication and active listening with each other and our clients.

?Integrity: We commit to the highest level of ethical standards in our work. We are open, honest and transparent as we build trust amongst ourselves and our clients.

?Ownership: Each and every one of us takes responsibility for their contributions to our company and community. If we don't know the answer, we find out the answer. If we need training, we get training.

?Fun: Fun is not the enemy of productivity but a catalyst to it. A playful attitude fosters creativity and ingenuity in providing solutions for our clients. Laughing encourages us to be happy and provide a positive, welcoming attitude. Work isn't always fun, but that doesn't mean we can't have fun at work. Submit your resume' with cover letter to [dominionpayrollntn\(at\)rediffmail\(dot](mailto:dominionpayrollntn@rediffmail(dot)