

Junior Sales Person Position – February 2018



We are currently seeking to hire a Sales Person to join our team! You will be responsible for planning and carrying out all sales activities on new and existing accounts.

HLB Specialties, LLC is one of the largest importers and shippers of papayas into the USA and Canada. We also handle mangoes, avocados, limes, and other specialty items from our six distribution centers located throughout the country. Since 1998, our company has been supplying large retailers and wholesalers in North America and we're constantly expanding our product line. The company places much emphasis on a good working atmosphere and is seeking someone positive and interested in growing together with HLB Specialties. We are a family business of 15 people in the US and we have a sister company in Germany, which supplies the European market. Our team members have pretty diverse backgrounds and you will hear English, Spanish, Portuguese, and German in the office. We look forward to meeting you!

Responsibilities:

- Develop new clients through sales strategies both in writing and over the phone
- Handle existing assigned accounts
- Follow up with accounts to ensure that orders are completed to clients' and HLB's satisfaction. If there are issues, ensure that complaints and problems are recorded and followed up properly according to P.A.C.A. regulations.
- Maintain daily communication with procurement and warehouses and be knowledgeable on HLB's products and forecast.
- Conduct follow-up calls to existing and potential customers via telephone and email
- Negotiate with clients
- Update job knowledge by participating in educational opportunities and read professional publications; participate in sales events such as seminars, trade shows, etc.
- Be willing to work on an occasional weekend on-call rotation by answering calls and emails and resolving any possible issues.

Qualifications:

- Previous experience in sales, customer service, or related field
- Familiarity with CRM platforms
- Ability to build rapport with clients
- Customer service skills:
 - Ability to speak in a friendly way to existing and potential customers
 - Ability to listen to their needs
 - Ability to help communicate options for them

HLB Specialties, LLC

3327 NW 55th Street *** Fort Lauderdale, FL 33309
(954) 475-8808 *** www.HLBinfo.com



- Planning and strategizing
- Adaptability
- Communication skills:
 - Ability to create, compose, and edit written materials
 - Ability to persuade and influence others
 - Strong interpersonal and communication skills
 - Negotiation skills
 - Persistence
- Stress tolerance
- Goal driven
- Proper phone etiquette
- Willingness to work a flexible schedule and be on call on weekends on a rotation basis

Salary range: \$40,000-\$45,000, depending on qualifications. Plus commission & generous benefits.

Please only local candidates.

Please send resumes to:

Melissa Hartmann de Barros: melissa@hlbspec.com

Email Subject: Junior Sales Position - Resume

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