
ACCOUNT EXECUTIVE – INSIDE SALES JOB DESCRIPTION

Position Title: Account Executive – Inside Sales	Date: 2/7/2024
FLSA Status: Exempt	Reports To: Director of Inside Sales

Job Summary

Professional Security Alliance, Inc. dba PSA, The PSA Network, and EDGE located in Westminster, Colorado, is the world's largest systems integrator consortium. We are currently seeking a dynamic candidate for the role of Inside Sales Account Executive. This role will be responsible for supporting day-to-day sales for a defined territory, supporting the Regional Sales Director. This position requires the ability to work cross-functionally with other departments and a strong desire to work in a fast-paced environment. This position will be based in-office in Westminster, CO. This hands-on position is perfect for someone who wants to develop this role by taking ownership, supporting, and driving revenue.

We offer a competitive salary and comprehensive compensation package which includes base (\$50-60K) plus commission, medical, dental, vision, life insurance, 401K with match and safe-harbor contribution, flex spending, tuition reimbursement, paid parental leave and PTO to qualifying employees. For those working out of our corporate headquarters, we have a business casual working environment.

Essential Functions & Responsibilities

- Manage all functions of customer relations as it relates to sales for assigned region.
- Communicating with clients and gathering information about a project's scope, budgets, and timelines.
- Meeting with regional sales director to discuss clients' goals, progress, and outcomes.
- Providing pricing / quotes for clients on an as-needed basis.
- Reporting and recording all sales activities in a CRM system.
- Qualifying inbound requests for quotes and following-up on opportunities.
- Organizing regular client meetings to ensure excellent customer service.
- Holding virtual demonstrations with technology partners with an end goal of educating our customers.
- Collaborating with decision makers to identify opportunities and develop ideas that deliver sales results.
- Uncovering and understanding a customer's needs.
- Outbound phone calls to existing customer base and newly acquired customers.
- Become technically knowledgeable regarding technology partners that PSA represents.
- Identify key target accounts to increase sales to represented vendors.
- Work with PSA team to increase sales to members and owners of PSA companies.
- Attend all department and sales meetings as requested.
- Other duties as assigned. Employees are required to follow all job-related directives and perform other tasks as requested by their supervisor.

Experience Requirements

- Prefer 3+ years demonstrated successful sales experience.
- Wholesale distribution experience is preferred.
- Sales experience in video surveillance, access control, alarm & life safety or Pro A/V industry.
- Self-starter with excellent communication skills.
- Excellent phone skills, including cold calling.
- Exceptional customer service skills and ability to overcome objections.
- Competitive to achieve results.
- Proven track record in creating new business relationships.
- Proficient in MS Office, NetSuite CRM and online collaboration & training platforms.
- Excellent time management skills.

- Ability to prioritize tasks and self-manage daily workload.

Travel

- Travel to select events/meetings several times per year.

Personal Characteristics

- Honesty and Integrity
- Ability to manage multiple priorities at one time
- Superior customer/client focus
- Ability to communicate in a professional manner with team members at all levels of the organization
- Ability to prioritize, organize and plan workload effectively
- Ability to learn quickly, multitask and perform under deadlines
- Must work well in a team environment and/or with little supervision
- Positive attitude and ability to work in fast-paced environment.

Position Type/Expected Hours of Work

Some flexibility in hours is allowed, but the employee must be available during the "core" work hours of 7:00 a.m. to 4:00 p.m.

Physical Requirements

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Additional Information

This job description in no way states or implies that these are the only duties to be performed by the employee filling this position. Employee will be required to follow any other job-related instructions and to perform any other job-related duties requested by management. Management has the right to add to, revise, or delete information in this job description.

This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship. Resumes can be sent to malig@psasecurity.com

About Professional Security Alliance, Inc.

PSA is the world's largest systems integrator consortium made up of the most progressive security and audio-visual systems integrators. Combined, PSA members boasts over 400 branch locations, employ over 7,500 industry professionals and are responsible for over \$4.5 billion annually in security, fire, life safety and pro audio-visual installations. PSA operates on a cooperative basis for taxes.

The PSA Network elevates the industries we serve by providing owners and members exceptional education, networking, services and connections with technology partners. Be the rising tide!