

## Sales and Marketing Representative and/or Business Models Program

**Employment Type**  
(Part-time Position)

### Description

NOTE: Internship opportunities available for those interested in our Business Models Program and the opportunity to receive exposure and work experience in the ever growing world of Online Education, Digital Business Solutions and E-commerce.

AsombrosoX is seeking highly qualified sales and marketing representatives who will be responsible for marketing, selling and soliciting clients for our Online education, digital business solutions and e-commerce business services. General duties will be related to promoting the brand at local events, managing media relations in various advertisement media like print media, including newspapers and publications, TV, radio, Internet, and other social media. From time to time sales and marketing representatives for the company conduct presentations for local and national organizations, schools and churches related to our products and services.

**Beginning of employment**  
Immediate Opening

**Industry**  
Online Education

**Date posted**  
August 3, 2018

### Responsibilities

Key Responsibilities of a Sales and Marketing Representative

The basic responsibility of a sales and marketing representative is to manage product and service sales for the AsombrosoX digital firm and provide business expansion and alliance opportunities with national schools, colleges, organizations and churches. The sales and marketing representative initiates the marketing process by creating general awareness about a product, business, or service for connecting the buyer and the seller on the same e-commerce platform. The sales and marketing representative represents the organization while demonstrating its products and services, and acts as a liaison between the potential customer and the AsombrosoX company. The marketing representative undertakes a lot of marketing activities like promotions, advertisement, sales, and marketing.

Key responsibilities of a field marketing representative comprise:

- **Educating and Informing Customers:** Educating customers about the AsombrosoX brand, its product and services and the growing Online education, Digital Business Solutions and e-Commerce market. Informing the customers about various methods of advertisement, explaining them how ads will help their business, and persuading them to apply for outdoor advertisement
- **Selection of Customizable Services:** Assisting the customers in selecting best digital and e-commerce advertisement form for increasing their exposure and present their products and services in an effective manner, and providing them with detailed information on estimated cost and expenditure of Online course development and digital business solution services.
- **Lead Generation:** Finding relevant lead about the potential clients, contacting them accordingly for offering advertising services for their business growth, extracting contracts from professional clients for advertising their products / services as per their budget and requirement, and coordinating with business development manager to ensure payment processing.
- **Client Need Assessment:** Obtaining specific information about the clients' needs in the Online education, Digital Business Solutions and e-Commerce

arena regarding business expansion, problems affecting their sales, detailed information on products and services offered by them, specific business practices like discount offers, seasonal sales, etc., offered by them, previous advertising history, and other business practices followed for managing effective sales presentations and assistance accordingly

- **Presentation Development:** Preparing sales presentation, advertisement programs, and product display details, delivering sales presentation to potential clients for selling advertisement programs, and generating leads by reference for increasing business exposure in the advertisement media
- **Assessment and Selection of Advertising Medium:** Recommending appropriate medium of advertisement and size and format of advertising media to the customers, delivering advertising portfolio and illustration proofs to the customers for referral, processing all account information, paperwork, etc., for correspondence, and maintaining the assigned account base for developing new accounts accordingly
- **Preparation of Promotional and Marketing Plans:** Preparing various promotional plans for sales and marketing purpose, preparing various computerized presentation for advertisement literature, media kits, and sales contracts, and inform customers of available options for advertisement artwork and provide samples
- **Collaboration with Leadership Team:** Collaborating with the organization officials, sales department staff, and advertising agency for developing the promotional plans as per the clients' requirements, and informing them about the options available for advertisement of the same
- **Identification of New Markets:** Identifying new market for advertisement business, developing new contacts for business expansion, attending sales meetings, advertisement conferences organized by ad agencies, industry trade shows, and training seminars for sharpening the advertisement skills and expanding the network of contacts in the business meetings accordingly

## Qualifications

**Technology Required Skill Set:** MS Office: Word, Powerpoint Excel, (Powerpoint Presentation Development experience required) Social Media Management Applications (Facebook, Twitter, WhatsApp, all other forms of social media).

**Other Required Skills:** Skills essential for this profile comprise strong written and verbal communication skills, high level of courtesy and professional respect for supervision and leadership, leadership and management skills, excellent organizational and time management skills, and strong interpersonal skills and negotiation skills. Along with this, one should also demonstrate previous record in field marketing representation and must be self motivated and flexible in various tasking situations. Individual must have a willingness to be trained (coachable and trainable), and adjustable and adaptable to change.

**Language:** Bilingual (preferred) English and Spanish

## Education

Bachelors degree (preferred)

## Experience

2 to 3 years marketing and sales experience

### **Additional Information**

**Application Process and Additional Materials Required:** AsombrosoX requires all applications and supporting documents to be submitted electronically through the Human Resources website, [www.sabiduriax.com/employment](http://www.sabiduriax.com/employment) in the completed form. In addition to the online application, interested candidates must submit a letter of application addressing the stated position and qualifications, a curriculum vitae, and contact information for three current professional references.

**Note:** Please have all documents ready when applying so they can be attached at that time. Once the online submission process is finalized, the system does not allow applicants to submit additional documents at a later date.

**Equal Employment Opportunity Employer:** As an equal opportunity employer, AsombrosoX encourages all qualified applicants to apply, including women, men, individuals with disabilities, Caribbean and Latin American nationals and other members of traditionally underrepresented populations.

**Training Required:** Any selected candidate must be willing to go through initial and ongoing training that is required of the company employees

**Salary Compensation TBD:** Based on level of experience and skill set assessment. Salary will be hourly.