

District Sales Representative: SF, PENNINSULA, NORTH BAY, SOUTH BAY

BiRite is a broadline foodservice distributor that services a wide variety of chain and multi-unit restaurant accounts, hotels, and schools throughout the Bay Area with dry and frozen groceries, fresh meats, chemicals, equipment, and supplies.

This District Sales Representative (DSR) position will manage other DSRs accounts for vacation relief while handling their own set of customers. Also responsible for growing territory sales through account penetration, and opening new accounts in the South Bay area. Constant communication with DSM is required.

Major Duties and Responsibilities:

- Open and develop new accounts.
- Process and do maintenance (add-ons, deletions, and substitutions) on customer orders
- Respond to inquiries from customers regarding past, current and pending orders
- Process sample requests
- Process sales visas
- Communicate with customers as necessary about customer delivery times
- Research, print and fax copies of past invoices as needed
- Prospect for new customers and keep DSM informed on progress
- Answer customer inquiries relating to product information, pricing, delivery times, inventory on hand and general company information
- Other tasks as assigned

Qualifications

Minimum Required Qualifications:

- 2 years of outside sales experience is a MUST
- 1-2 years of food service experience is preferred
- Must have Valid Drivers License, Car Insurance, and reliable vehicle
- Stable Employment History a MUST
- Strong verbal communication required with customers as well as the inside sales team and sales management
- Strong written communication skills required to promptly respond to customer inquiries
- Acute organizational skills to meet constant deadlines and cut-offs
- Attention to detail and able to handle multiple tasks simultaneously
- Accurately complete tasks on time despite constant interruptions
- Great customer service skills
- Must be Computer literate in Microsoft Office 2000 (Word / Excel / Outlook). Will be trained on IDS and Tibersoft programs

Salary: DOE

Benefits: Great health benefits, matching 401(k), profit sharing and paid holidays, vacation and sick time are also offered.