

## Multi Unit Sales Representative

**BiRite Foodservice Distributors is a family-owned business, started in 1966. Presently, the Company has over 250 employees. We distribute dry and frozen groceries, fresh and frozen meats, dairy products, paper & disposables, chemicals, equipment and smallwares and most recently fresh produce to restaurants, hotels and institutional users throughout the Bay Area.**

Currently, we have an opening in our Multi Unit Department for a Multi Unit Sales Representative.

The Multi Unit Sales Department consists of five employees who report to the Vice President of Sales.

BiRite is well positioned to expand sales to all regional multi unit customers throughout the greater bay area. Additionally, BiRite is an affiliate of DMA (Distribution Market Advantage) for national distribution coverage.

### Major Duties and Responsibilities:

- Calling on new chain opportunities throughout the bay area for business potential.
- Experience in managing multi unit customers, from five locations to 25 locations.
- Responsible for prospecting on boarding and penetrating Multi Unit accounts.
- Learning and utilizing the BiRite business systems for managing all bids and contract pricing.
- Create, manage and modify multi unit order guides at the customer's request. Adding and deleting items as required by the customer.
- Work with a carefully organized weekly planner, reporting progress on a regular basis.
- Be proficient in potential bidding projects from coding products with the BiRite item numbers to responding to all potential RFP's and RFQ's.
- Use Google's G Suite, specifically Sheets for spreadsheets, formulas, and macros. Be knowledgeable in the use of Slides and Slack and in company usage reporting systems fo
- Proficient in Google and Slack communications via laptops and cell phones.
- Understand and train customers in using the BiRite internet order entry process.
- Attend monthly sales meetings.
- Assisting in all pricing audits, as requested by the contracted customer.

- Assist other members of the department for any immediate needs throughout the day.
- Assist the Vice President of Sales for any specific needs.
- Create various sales reports for the purpose of supporting the chain sales team and for customers needs

#### Minimum Required Qualifications:

- 3-5 years of food service sales experience is required
- Previous experience in a chain department strongly preferred
- High School graduate
- 2 years of College is preferred.
- Proficient in Google G Suite, Sheets and Slides
- Ideal candidate will be well organized and capable of strict adherence to cycle schedules
- Detail oriented, pick up tasks quickly, and able to handle multiple tasks simultaneously
- Extremely organized to meet various deadlines and cutoffs
- Strong verbal and written communication skills are a must
- Must be a team player and able to work effectively with others and perform well under pressure
- Willingness to learn and grow within the company and assume increasing responsibilities

Health benefits, holidays, paid vacation, sick time after 90 days of employment.

Position: Full Time, Regular

BiRite is an Equal Opportunity Employer