

Employment Opportunities

The Sheridan Press has received the distinction of one of the “Best Workplaces in America” by the Printing Industries of America. Now’s your chance to join a company that recognizes its employees as its single greatest asset! We have exceptional opportunities available for people interested in a career in the graphic arts industry.

INTERNAL SALES REPRESENTATIVE

Duties and Responsibilities:

- Develop new customer business by actively prospecting for customers using databases, the internet, telemarketing and other sales tools
- Close, maintain and grow new journal accounts
- Use the Customer Relationship Management software to record all sales activity
- Evaluate the print market and our customer’s need for new product or service offerings that complement and differentiate our business
- Participate in other sales-related projects as directed by the Sales/Marketing Manager

Knowledge and Skills:

- Knowledge of print processes and services and an understanding of journal marketplace trends
- A passion for sales duties and responsibilities (ask for work and close the sale)
- Exceptional verbal and written communication skills including the ability to infuse personality into prospecting efforts
- Proficient at initiating and holding sales conversations and to continue to prospect through rejections
- Proficient with MS Office (Word, Excel, PowerPoint)
- Must be organized and detail-oriented
- Must act with integrity and demonstrate sound business and professional ethics
- Self-motivated and ability to work independently to achieve goals is essential.

Education and Work Experience:

- Strong sales skills; Bachelor’s degree preferred