

VMC Sales and Client Manager Job Description

Position:	Sales and Client Manager
Base of Operations:	Anna, Illinois
Reports to:	President – Chris Long

Purpose of the Job:

The sales and client manager position at VMC requires sales skills, management skills, operational abilities, and entrepreneurial ambition. The position functions as the head of sales for a specified territory with the goal of acquiring and serving clients. The position also fills the role as applicator during the spring and summer months.

Duties and Responsibilities:

- Contact potential clients to inform them about VMC's services, how we can serve them, and to provide quotes
- Scout for new clients by driving around, cold calling, utilizing mailing lists, and taking phone calls
- Make bare ground applications during the spring application season and follow up with your clients during the growing season
- Manage a 2-person application crew to complete the bare ground work during the spring application season (Future Goal)
- Submit required documentation to the corporate office such as herbicide application log, expense reports, credit card receipts, accident reports, etc.
- Manage your own time, expenses, and resources to operate an efficient, effective, and profitable territory
- Stay up to date and informed on your industry and territory by reading periodicals, attending industry and supplier events, and researching; and to stay up to date on licenses and certifications
- Represent VMC at marketing events such as trade shows, expos, and public presentations; also to promote VMC on social media outlets, in press releases, etc.
- Uphold VMC's standards by being a good steward of your clients' property and money and by promoting integrated vegetation management practices

Qualifications

The ideal candidate will have at least a bachelor's degree in business management or related field. 2 years of sales experience with a proven track record of success is acceptable as well.

The ability to work closely with the public is essential, good communication skills with clients and the corporate office, superior organization skills, and ambition are required.

Working Conditions

Work will take place largely on the road meeting with clients, giving proposals, and providing application services. The successful applicant will visit and measure properties during all seasons. Office work will occur when making phone calls, preparing proposals, invoicing, and record keeping. The position requires the application of chemicals to the clients properties during the spring and summer months. This position typically requires a 45+ hour work week. As a salaried position working less than 40 hours a week is not acceptable without deducting from vacation, personal, or sick days.

Physical Requirements

This position requires the candidate to be in good physical shape in order perform the duties described above.

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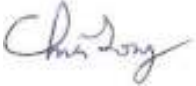
Direct Reports

Future direct reports to this position include a bare ground applicator.

Compensation and Benefits

The Sales and Client Manager is a salaried position, plus commission. Salary amounts and commission percentages are still being determined.

Current benefits include a Paid Time Off schedule with vacation, personal, and sick days. VMC has an active retirement plan that includes corporate matching contributions. VMC does not offer a corporate health plan.

Approved by:	
Date approved:	<i>October 4, 2016</i>
Reviewed:	<i>October 4, 2016</i>

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Sales and Client Manager – A Narrative

VMC is the sister company of Long Forestry Consultation in southern Illinois, and it serves industry and infrastructure with vegetation (weed) management. VMC is a start-up business and the Sales and Client Manager position will be the first professional position in the company, meaning professional and economic growth are likely.

VMC offers the following services covering several markets:

- Bare ground weed control
- Right of Way VM
- Aquatic weed control
- Pasture management
- Invasive species control
- Forestry mulching services
- Low profile RC Slope mowing

The VMC Sales and Client Manager wears 2 hats. First S/he is responsible for client management, sales and new client acquisition, focusing on our bare ground service. Client management involves communicating with and managing existing client needs. This includes making the spring bare ground application and doing the follow ups throughout the summer. Sales and new client acquisition involve offering our services to new clients, territories, and markets. Tools available include the VMC website, VMC brochure, mailing lists, and digital mapping tools. Cold calling, door knocking, and bulk mail will be used.

Second, the position requires the actual supervision of the applicators during the bare ground season, which typically runs from March to June, and s/he will likely make applications themselves in order to learn the industry and the services being sold. It is important and needs to be understood that having a hands-on presence in the operations of VMC is critical for the success of the person in this position. The successful applicant will provide the follow ups to our clients depending on the level of service that is contracted. If a client has an issue with their property as it relates to vegetation management the Sales and Client Manager will solve the problem.

This position is for the business minded individual who also enjoys all aspects of the trade - Operations, Management, and Sales. This position requires a self-motivated individual who can work with little supervision, think on their feet, and present the company and its services favorably to potential clientele.

The territory for this position is large and includes St. Louis, Jefferson City, Peoria, Springfield, southern Illinois, southern Missouri, and western Kentucky.

Future markets include Kansas City, Chicago, Louisville, Indianapolis, and Cincinnati.