

## **Sales Consultant** **Job Description**

**Title:** Sales Consultant  
**Affiliated Division:** Sales

### **Responsibilities:**

1. Acquires the needed product knowledge with features and benefits
2. Promotes and sells products to existing customers and potential ones
3. Makes sure that catalogues and marketing materials are available in the latest version
4. Prepares quotations and offers
5. Follows-up on offers with customers
6. Delivers goods and collects receivables (when required)
7. Follows-up on payments with customers
8. Conducts market surveys (when required)
9. Updates CRM (Salesforce) on a daily basis
10. Updates the databases related to customers and competition
11. Achieves sales targets set by the Business Unit Manager, or COO, or GM
12. Conducts clinical trainings, demonstrations and presentations on the company products to customers.
13. Be present during delivery and installation of sold equipment requiring technical support.
14. Assists in planning and organizing exhibitions
15. Helps erect the booth and attend exhibitions

### **Pre-qualifications:**

- Excellent knowledge of English language, French being an asset.
- Familiar with Word, Excel, Outlook, PowerPoint, Internet Explorer, etc...
- Presentable with own transportation means.
- Reading and writing skills.
- Good communication and negotiation skills.
- Ready to work outside the working hours when needed.
- Organized and responsible.
- Motivated and ready to improve.
- University degree on satisfactory experience (preferably in Nursing)
- Two years minimum of field experience.

### **Brief Description:**

The sales consultant is responsible for direct sales of medical equipment/devices and consumables namely:

- Catheter Securement Devices
- Coated Catheters: Foley, CVC and ET Tubes
- Intermittent Catheters
- Incontinence Mesh: TOT, TVT, etc.
- Surgical Instruments
- Alarm for Enuresis
- Instruments for URS
- ABPI device
- Wireless Ultrasounds
- Single Use products for Urology, Anesthesia, etc.

throughout all hospitals and clinics in Lebanon. Customer interaction will be with the purchasing departments of hospitals, end-users (doctors, nurses, etc...), biomedical department and hospital managers. Internal reporting is to the Business Unit Manager, COO and General Manager directly.

AlphaPro offices are located in Jdeidet El Matn and our working hours are:  
Monday till Friday: 9:00AM to 5:00PM (3 months summer from 9:00AM to 3:00PM)  
Saturday and Sundays: Off

Interested candidates can send their CVs on: [bernard.ake1@alphaprome.com](mailto:bernard.ake1@alphaprome.com)