

AEM Job Description

Title: Technical Representative (Technical Rep)

Based: AEM Benoni

Reports to: Central Sales Manager

Job Purpose:

Represent and promote the Company. Maximise sales in line with pricing and margin guidelines.

Key Responsibilities and Authorities

- Plan and prioritise customer contact – especially managing personal time and productivity.
 - Maintain and develop new customers, always using ethical sales methods.
 - Always present a well dressed, well groomed and professional appearance.
 - Respond to and follow up on sales enquiries.
 - Submit weekly call reports to the Central Sales Manager.
 - Monitor and report on market and competitor activities. All written or verbal feedback is given to the Central Sales Manager.
 - Support marketing activities eg: Product launches, shows, golf/open days, exhibitions and factory visits.
 - Entertain customers in line with Central Sales Manager directives.
 - Complete all tasks in line with the company's ISO and SHE policies and procedures.
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Scope

- Products offered by AEM with emphasis on:
 - LV Motors and associated items (Starters, VSD's,)
 - Geared Product
- MV Motor enquiries to be directed to the Sales and Projects section.

Competency

Education/Qualification

- Minimum grade 12

Skills

- Computer literacy
- Minimum code B drivers licence

Training

- Refer the training and competency matrix

Experience

- Minimum 3 years in a Sales environment

September 2023
AEM JD Technical Rep