

# Rejuvenation



**Description:** Customer Relationships

**Department:** Sales

**Reports to:** National Sales Manager

Initiate, develop, and manage relationships with Eden Foods' customers and prospects. Merchandising and purchase of Eden items the goal.

## **MAJOR FOCUS**

1. Strengthen customer service and the EDEN brand by seeking, collaborating with online and traditional retailers and distributors.
2. Build lasting relationships to foster commerce, knowledge, and consumer loyalty to EDEN brand.
3. Knowledge of EDEN foods, and the company, its Sales and company policies
4. Understanding of strategies, priorities, and procedures
5. Efficient prospect, retailer, customer, and distributor contacts consistent with Eden Foods' Marketing, Ethics, Terms of Sale, Purchase Orders, and Incentive Agreements
6. Accuracy in complete follow through, timely executed
7. Courteous, professional countenance in all dealings

## **DUTIES AND RESPONSIBILITIES**

1. Qualify and activate direct supply to retail brick and mortar stores, website customers, consumers, and distributors.
2. Research and communicate with potential and existing wholesale customers.
3. Reliably interface with customers, team members, and Eden contacts.
4. Ensure communications are accurate, thoughtful, and consistent with the company's guidance, including Terms of Sale.
5. Consistently contribute to the maintenance and accuracy of pertinent company databases and business information.
6. Follow, report on, and coordinate with our customer activities and needs.

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7. Help manage proper use of company property, including intellectual property such as trademarks. Promptly communicate internally about any issues related to them.

## **JOB REQUIREMENTS**

1. Sufficient education to have created a proper foundation for conducting business
2. Organizational and communication skills (verbal and written)
3. Reliability, reporting, follow-up, and follow through
4. Willingness to learn how to be an asset to the company, the Sales Department, and the company's customers
5. Computer skills, and willingness to learn; must become proficient in processing data and communicating using company supplied tools.

This job description is not intended to be all-inclusive or a complete explanation of duties. Employees are required to perform duties as assigned by their supervisor or management. Eden reserves the right to modify job duties and responsibilities as needed. Job descriptions do not constitute or imply an employment contract.