

# **TOMY International, Inc.**

## **POSITION DESCRIPTION**

**JOB TITLE:** Inside Sales Representative  
**EFFECTIVE DATE:** May 2018  
**DEPARTMENT:** Sales  
**REPORTS TO:** Director of Specialty Sales

**OVERALL SUMMARY:** This position is responsible for generating sales from existing customers through telemarketing, soliciting new customers via telemarketing, and generating orders with existing and new customers at trade shows. The sales person will be assigned a sales territory shortly after the start date, and will be a fully functional sales person after this date. Primary product focus: All TOMY brands.

**EDUCATION:** Associates degree in Business Administration and/or Marketing required or equivalent

**EXPERIENCE:** Previous experience in sales.

### **PRIMARY RESPONSIBILITIES:**

- A minimum of "x" outbound calls a week is expected. Some face to face sales calls may be required depending upon the needs of the customer.
- The first month after the hire date will be devoted to training. This will involve working in the customer service department and sales department to become familiar with the company systems. Once familiarity with the systems is achieved, training with a concise customer base will begin. This process will continue until the sales rep becomes acclimated with the breadth of the TOMY product lines.
- A specific geographical territory or product category will be assigned to the sales representative. Within that territory, the sales rep will be required to prospect for accounts, utilize company-generated leads, and manage existing customers. The sales rep will be responsible for calling on distributors and retailers, internet accounts, catalog accounts, department stores, grocery stores, juvenile, gift and any other independent retail operations that become the focus of corporate attention.
- A sales goal will be determined based on territory. The quota will be based on historic sales combined with corporate growth plans.
- Bonuses are determined annually. They are based on how the sales team performs, how the sales person performs, and how the company performs. New employees are eligible for a prorated bonus.

We offer a highly competitive salary and excellent benefit package. If interested and qualified, please send a cover letter and resume to [hr@tomy.com](mailto:hr@tomy.com) or fax to 563-875-5658.

**DISCLAIMER:** The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as comprehensive inventory of all duties, responsibilities and qualifications of employees assigned to this classification.