



Date: September 8, 2025
Job Title: US Sales – Southeast Territory
Scope: Report to President and CEO

Responsibilities:

- Manage and grow the US Southeast sales territory.
- Work closely with current and prospective accounts to meet sales goals.
- Maintain accurate and updated information to develop an effective Customer Relationship Management system.
- Travel within the specified region to visit customers and prospects.
- Prepare progress reports (call reports) for management and gather customer satisfaction data.
- Participate in team meetings.
- Document pricing changes, contract changes or any other pertinent information regarding NYACOL customers.
- Work with customer service to complete customer profiles.
- Work with R&D to address sales requirements, technical problems or general customer concerns.
- Follow up with sample inquiries.
- Respond to customer inquiries.
- Complete supplier or regulatory forms as needed.
- Maintain knowledge of NYACOL quality system, quality policy and quality objectives and an understanding of how to access quality documents.
- Use internal software databases such as Access to perform job duties.

Educational Requirements:

- BS/BA degree in business or equivalent experience.
- Experience in chemical sales required.
- Excellent written and verbal communication skills.
- High motivation, independence, creativity and positive attitude.
- Proficiency in Microsoft Office and a willingness to learn new systems to collect prospect data.
- Familiarity with Customer Relationship Management (CRM) practices along with ability to build productive business professional relationships.