



Inside Sales Representative (Part Time)

Founded in 1922, Chamber of Commerce Mountain View is a Silicon Valley-based non-profit public benefit corporation dedicated to enhancing the economic viability of the community. Funded by its membership of over 550 organizations and businesses, the Chamber serves as the collective voice of local business and industry. The Inside Sales Representative plays a key role in our Chamber. S/he will be a key player in rapidly expanding membership growth. The successful candidate will be a relationship builder with excellent phone and selling skills. Responsibilities include:

Responsibilities:

- Generate qualified meetings for Membership Sales Director through cold calling and other prospecting methods
- Consistently meet and/or exceed targets of 10 leads per month that translate into sales
- Report all activities to Membership Sales Director at weekly meeting
- Interface with member prospects. Provide membership information and appropriate follow-up

Qualifications:

- 1+ years of lead generation experience
- Top notch cold calling skills
- Strong track record of delivering measurable results at or above quota
- Bachelor's degree or equivalent experience
- Excellent interpersonal and communication skills (written and oral)
- Articulate, persistent, and outgoing with a professional phone demeanor
- Execution Success – plans and meets/exceeds objectives on time and with quality
- Leadership & Initiative – does the right thing without being asked

Knowledge and experience required:

- Positive attitude, with the drive and motivation to get the sale
- Integrity and honesty
- Minimum two years related experience in sales and/or customer service
- Demonstrated ability to stay on goal and within deadlines
- Sound judgment, tact, and diplomacy in dealing with a variety of personalities and situations
- Knowledge of computers, specifically PC, and programs such as Word and Excel. FileMaker Pro proficiency a plus
- Strong work ethic -- thrive on working independently while also seeing the department as a whole. Be open and willing to lend support to a team member when asked and appropriate, and see ourselves as critical team members whose efforts make the Chamber of Commerce a highly successful organization.

This position is a part-time non-exempt with a bonus and reports to the Membership Sales Director. Start date is immediate. **Send letter of interest and resume to:** Chamber of Commerce Mountain View, Attn: ISR, 580 Castro Street, Mountain View, CA 94041; Fax: 650/968-5668; E-mail: cacosta@chambermv.org

Please no phone calls

Posted: February, 2008