

# Product Sales Seat

**Seat Owner:** Jim Thompson

**Reports To:** Integrator Seat

## Reporting Seats

These are the seats that are direct reports up to the current seat

- **Inside Sales Seat** - Sarah Chen
- **Product Coordinator Seat** - Marcus Webb
- **Ecommerce Manager Seat** - Vacant

## ACCOUNTABILITIES

1. LMA
2. Inventory & Forecasting Management
3. Product Sales Strategy & Purchasing
4. Profit Protection
5. Outbound Customer Experience

## MEASURABLES

- Weekly units sold | Goal: 150
- Gross margin % | Goal: 38%
- Inventory turns per month | Goal: 4

## PROCESS/PLAYBOOK INVENTORY

- Product Pricing Approval Process
- Vendor Negotiation Playbook

- Inventory Reorder Process

## ROCKS | 2025 Q4

- Launch Q1 product catalog by Nov 15 [On Track]
- Reduce dead stock to under \$50K by Dec 31 [Off Track]
- Complete vendor scorecard system by Dec 15 [On Track]

# Self Assessment Toolkit For Jim Thompson

## Scorecard For GWC

GETS IT	Rate 1 to 5 Strongly agree=5 Strongly disagree =1
I understand the needs of this seat, its component roles, and how they relate to the business	
I understand the technical skills required and how they relate to my ability to get the job done.	
I understand the technical skills required and how they relate to the vision and mission of our business.	
TOTAL FOR GETS IT	____ OF 15 POSSIBLE

WANTS IT	Rate 1 to 5 Strongly agree=5 Strongly disagree =1
Problem solving in these roles engages my mind and curiosity.	
This role aligns with my career and financial goals	
This is the role I most want to be in right now	
TOTAL FOR GETS IT	____ OF 15 POSSIBLE

CAPACITY TO DO IT	Rate 1 to 5 Strongly agree=5 Strongly disagree =1
I am confident in my ability to deliver results in this role	
I have mastered the technical and/or leadership skills required and keep those skills sharp	
I have the time I need to commit to success in this role	
TOTAL FOR CAPACITY TO DO IT	____ OF 15 POSSIBLE



COMPANY	Rate 1 to 5 Strongly agree=5 Strongly disagree =1
I am clear on the company's vision	
I understand the company's goals for the year	
I understand the company's 90 day action plan (rocks and milestones) as they relate to my work	
I understand the company's core values, I use them in my decision making and I see the company using them it's decision making.	
The company's weekly meeting rhythm helps me stay on track	
The communications from my direct superior is clear and helpful	
I receive the resources (tools, budget) I need to excel in my role	
I receive the training and support I need to excel in my role	
I understand when/how to use our different communication tools, and the way my teammates use them helps me stay focused and organized	
I understand how and where our company stores its knowledge	
<b>TOTAL FOR EMPOWERED EXECUTION</b>	<b>_____ OF 45 POSSIBLE</b>

## **What went well in the last 90 days.**

Put an asterisk on anything that you want to make a habit or ensure you do as a process. Circle anything that deserves celebration as a win (the more the better, be liberal).

## **What did not go as well as you would have liked in the last 90 days.**

Circle anything you want to escalate to an issue for discussion

# START/STOP/KEEP

## **STOPS: What will you stop doing in the coming 90 days**

What things would improve your focus and results if you completely got rid of them.

## **KEEPS: What new learnings or approaches did you try that you want to keep and/or build upon;**

## **START: Based on your issues, learnings and the business situation, what will you commit to start doing in the coming ninety days.**

