



---

**JOB TITLE: Technical Sales – Tier 1 (Sports Compact)**

---

DEPARTMENT: Sales  
REPORTS TO: Sales Manager

EXEMPT: No  
STATUS: Full-time

---

**JOB SUMMARY:**

Always represent the company in a professional and courteous manner. With revenue generation and market dominance as the primary goal, influence and assist customers using technical and industry knowledge to provide products that meets their needs. Position requires moral integrity. Input and participation in the technical development of products is expected.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Advance knowledge of internal combustion engine, racing/high performance automotive industry.
- Receive customer calls and provide product specifications, pricing and delivery.
- Write up customer orders on designated Company order forms.
- Provide problem resolution and trouble shooting to customers over the telephone. Take responsibility for and make every effort to resolve problems.
- Write thorough and professional customer correspondence.
- Research and complete descriptive RMA's within 5 working days.
- Maintain accountability for customer service and product issues.
- Return messages, e-mails and voice mails in a timely manner.
- Establish and set up new accounts per Sales & Marketing Manager's guidelines.
- Research and develop potential customers.
- Follow up on sales leads and make cold calls on potential customers.
- Attend race events and shows as determined by Sales & Marketing Manager.
- Maintain up-to-date understanding of industry trends and technical developments that effect target market.
- Establish and maintain industry contacts that lead to sales.
- Establish long-term, ongoing repeat customers.
- Promote new, innovative products to existing customers.
- Work closely and effectively with production and sales staff to identify future customer needs.
- Determine and communicate customer satisfaction to Marketing Manager.
- Communicate openly, honestly and constructively using TQ (total quality) practices.
- Other duties may be assigned.

**QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



- **Education:** Associate's degree (A. A.) or equivalent from two-year college or technical school; or equivalent combination of education and experience. A degree in marketing is highly desirable.
- **Experience:** Six months to one year related experience and/or training. Solid sales skills ARE mandatory. Experience with sport compact a must!
- **Mathematical Abilities:** Must be proficient in mathematical formulas associated with pistons; such as compression ratio. Ability to perform very basic math skills including adding, subtracting, multiplying, and dividing two digit numbers; to perform the four basic arithmetic operations with money; to perform operations with units such as inch, foot, and yard; ounce and pound (or their metric counterparts). Must be able to analyze and solve problems in a logical manner with a high degree of problem summarization for reporting purposes.
- **Language Skills:** Ability to read and interpret documents such as industry reports. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers/clients and/or vendors.
- **Reasoning Ability:** Ability to apply common sense to carry out instructions furnished in written, verbal or diagram form. Ability to deal with problems involving several limited variables in standardized situations.
- **Communication Skills:** Excellent communication skills (both verbal and written). Must be able to communicate with both management and non-management associates.
- **Other Skills:** Solid understanding in the use of measuring equipment such as burettes, calipers, micrometers, and height gauges

#### **PHYSICAL DEMANDS:**

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk, and sit. The employee is frequently required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and taste or smell.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

#### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.



**TO APPLY:** There are three ways to apply.

- Send resumes and cover letter (if available) to [JOBS@jepistons.com](mailto:JOBS@jepistons.com)
- Mail your resume and cover letter (if available) to:  
**JE Pistons, Inc.**  
**15312 Connector Lane**  
**Huntington Beach, CA. 92649-1120**
- Come to our address above between 9 am – 4 pm EST; Monday – Thursday to provide a resume and fill out an application (if applicable)

**Thank you for your interest in working with  
JE Pistons!**