

Inside Sales Representative – Duisburg, Germany

General Information

NewPort Europe is specialized in transportation of chemical liquids, food stuff and gases in tank containers. Main trade areas are Europe, North and South America, Middle East, Africa, India and the Far East. NewPort Europe is responsible for all commercial and operational activities in Europe, the Mediterranean, the Middle East, Africa and India. In some countries the activities are performed by agents, however, controlled by NewPort Europe. The organization has in particular commercial, operational and financial staff.

The Inside Sales Representative is responsible for selling NewPort product and services and providing support to the sales department. The Inside Sales Representative registers, processes and manages RFQ's and RFI's in a timely manner with the maximum achievable success rate.

Tasks & responsibilities

- First line of contact for customers
- Follow-up on quotes with customers
- Give customer support
- Advise customers on (technical) solutions and advantages of NewPort products and services
- Keep up-to-date on product information and legislation
- Communicate with Operations about new customers and new orders
- Sell NewPort products and services to new and existing customers
- Respond to RFIs and RFQs
- Identify commercial possibilities for NewPort and set department priorities
- Ensure that quote deadlines are met
- Ensure the quality of exchanged correspondence and created calculations, and quotations
- Contribute to the offer/information requests for (potential) customers (RFQs and RFIs)
- Ask and obtain the necessary information on both the (potential) customers and internal departments concerned
- Recommend alternatives based on costs, availability and specifications
- Enter rates and service agreements made with the customer in Monitor
- Create tenders and support the Country Manager and Area Sales managers in the preparation
- Ensure that tender deadlines are met
- Ensure the quality of correspondence and calculations of tenders
- Responsible for preparing and executing the quotes for the customers according to the guidelines or rates and conditions set by

Organizational position

The Inside Sales Representative will become part of the Inside Sales Department and reports to the Commercial Director Europe.

Profile

- Education level 4 / College degree
- Knowledge of INCO terms, IMDG and ADR
- Geographical knowledge
- Mathematical skills to calculate RFQ's and RFI's
- Knowledge and understanding of administrative procedures and logistics
- Fluent in German and English
- Computer skills

Specific characteristics

- Customer focus
- Driven by result
- Accurate and analytical
- Good communication skills and team player
- Adaptable, flexible and creative
- Able to prioritize work and cope with stress

Interested?

If you like what you see and you want an interesting job in an international and dynamic company, send your application and resume to our HR Department in Moerdijk (marlies.geritse@newporttank.com). For detailed questions regarding the position, please contact our Commercial Director Europe, Jörn Rämpke (jorn.rompke@newporttank.com).