



DESCRIPTION

The Sales Analyst will support the account management teams' effort to increase overall sales, facilitate project development and foster client engagement. Be responsible for assisting with creating proposals, creating and maintaining a documents library, as well as conducting market and client research. Additionally, responsible to analyze telecommunications and low voltage industry and maintain databases of clients' organizational information.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- compile and analyze data over time to forecast sales trends
- communicate with management team regularly
- review past sales data to determine trends in productivity
- prepare accurate reports using data from internal and external sources
- evaluate third-party data to determine best practices for company success
- present actionable information and insights to team members and management
- gather and analyze data in order to understand problems and address them proactively
- collaborate with team members and members of other departments
- Support our forecasting cadence and build business models that improve the predictability of our business.
- Provide ad hoc analysis on top of funnel metrics, pipeline trends, account segmentation and sales activity
- Perform margin analysis on all non-standard pricing
- Work on strategic, organizational, and operational projects designed to increase revenue and sales productivity
- Track deals through their lifecycle, from first meeting to invoice
- Ensure all relevant deal information is captured in CRM
- Use initiative to drive improvements and best practices within the team

JOB REQUIREMENTS

- Bachelor's Degree in Sales, Marketing or Business

- 1-2 years' experience in a sales support role
- Strong understanding of IT, Telecommunications or Construction
- Proficient with MS office and familiar with a CRM program
- Strong written and verbal communications skills

The worker is subject to inside and outside environmental conditions while working or reviewing customer work locations.