

## SALES ACCOUNT MANAGER – FIXTURE DIVISION

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*Founded in 1996, Select Tool is a leading manufacturer of high quality and innovative solutions to valued customers worldwide. We are a full-service provider of Checking Fixtures, Automation, Special Machines, Turn-Key Productivity Systems, and Specialty Tooling.*

*We control our value chain from concept to completion, thus offering many professional development and personal growth opportunities to our team members, as well as greater value and capabilities for our customers.*

*We value our team members, which is why we offer excellent wages, comprehensive benefits & RRSP program along with a great work environment, clean and modern facilities, and a driving desire to continue to be the best at what we do.*

**Job Description:** As a Sales Account Manager, you will satisfy customers' needs and requests, respond to their queries in a timely manner, and to deliver a positive customer experience. You have excellent communication and negotiation skills and be customer service oriented. You will succeed through grow our business by building successful, long-term client relationships.

**Reporting to:** General Manager – Fixtures & Specialty Tooling Division

### Primary Duties and Responsibilities:

- Maintain, develop, and expand existing accounts.
- Identify and develop new customers.
- Sustain positive and solid relationships.
- Communicate and clarify customer requirements for Estimating and Program Management teams.
- Submit proposals and negotiate quotations in order to secure new contracts.
- Travel to customer facilities to provide enhanced in-person service.
- Other duties as required.

### Skills & Experience:

- In depth knowledge of Automotive OEMs and Tier Supplier structures in North America.
- Proven previous experience in Sales, Account Management, or Program Management.
- Experience with check fixtures and associated tooling and asset.
- Excellent verbal / written communication and organizational skills.
- Professionalism and attention to detail a must.
- Team-player and performance-driven.

### Requirements:

- Valid Ontario Driver's license and Canadian Passport.
- Ability to travel to and within Canada, USA and Mexico.
- May be required to work extended hours on occasion.

**Education:**

- Post-secondary degree or diploma or equivalent experience.

**Accessibility:**

Select Tool is committed to fostering a positive work environment and empowering its employees. Select Tool encourages applications from all qualified applicants and provides accommodations for applicants with disabilities. Please contact [hr@selecttool.com](mailto:hr@selecttool.com) if you require an accommodation during the recruitment process.