

foedus

JOB DESCRIPTION

Job Title:	Inside Sales Representative	Location:	Portsmouth
Reports to:	Andrew Hoffmann	Department:	Sales
Prepared by:	Frank LeBlanc	Exempt (Y/N):	Yes
Date Prepared:	May 15, 2006		

Background

Foedus is a leading provider of Virtual Infrastructure technologies and services to companies worldwide. We specialize in helping organizations utilize the unique aspects of these emerging technologies to solve common IT challenges in new and dynamic ways. Virtualization Technologies provide new opportunities and associated challenges to many companies. Whether due to a lack of available resources or specific experience, many organizations find it difficult to determine which approach provides the best and most cost-effective solution for their business. Foedus offers a unique combination of consulting talent and implementation expertise to companies wanting to realize the benefits of virtualization.

Foedus has established partnerships with the very best hardware and software vendors in our areas of specialization and we are committed to assisting our customers in the evaluation of all potential solutions, including the optimization of current IT assets. This approach combined with our proven engagement methodology enables us to develop and deliver cost effective solutions.

Our areas of concentration include:

- Infrastructure Analysis and Design
- Data Center Consolidation and Containment
- Highly Available Environments
- Infrastructure Automation
- Business Continuity and Disaster Recovery Solutions

Since our creation in 2003, Foedus has been chosen by some of the leading technology companies in the world as the premier provider of virtual infrastructure consulting and implementation services. We are currently contracted to provide services for the most identifiable names in our business such as EMC, Dell and IBM Professional Services.

With the help of our customers, partners and peers, Foedus will continue to develop innovative

Virtual Infrastructure Solutions that deliver real return on investment.

Summary

Inside Sales Representative – Foedus

To support the Foedus Sales Organization in order to provide a high quality of service that meets client and Foedus needs and aspirations, in accordance with Foedus policies, procedures, standards, objectives and within available resources. To work in conjunction with Foedus Business Development managers to ensure all Sales targets, and objectives, set by management are achieved. To actively seek new opportunities both within existing and target accounts. To manage CRM opportunity tracking, reporting, and quote generation.

Essential Functions/Responsibilities

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The following requirements 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. Other essential and non-essential functions may be assigned.

1. To support the Foedus Sales Team in order to achieve the targeted revenue and gross profit goals while maintaining a high quality and high standard of service which meets client and Foedus needs and aspirations, in accordance with Foedus policies, procedures and standards.
2. To manage customer and opportunity tracking, reporting, quote generation, and other tasks within CRM program (currently Autotask.)
3. To work closely with Foedus Business Development Managers to identify and penetrate new account opportunities specifically relating to targeted accounts.
4. To proactively promote and generate new business within existing customer base driven by BDM's, vendor programs, and sales management.
5. Provide high level of customer service to both customers and vendors.
6. Perform duties in conjunction with other departments (PMO/PSO, Accounting) to support outside sales
7. To facilitate effective, timely, accurate and strong channels of communication between sales people, clients and Foedus resources.
8. Order placement and tracking with Foedus vendors and suppliers.

