



---

## Energy Sales Support

---

**DIVISION:** Energy

**STATUS:** Non-Exempt

### **PURPOSE AND SUMMARY STATEMENT**

Drives truck over established route to deliver.

### **ESSENTIAL JOB FUNCTIONS**

Perform all functions of LP bottle sales and delivery including but not limited to: cylinder filling, cylinder loading and unloading and delivery to customers' places of business.

Performs general maintenance and up-keep of cylinder cages.

Informs regular customers of new products or services.

Handles customer complaints promptly.

Obtains customer signatures on receipt for pickup or delivery when required.

Completes regular activity reports.

Maintains company equipment according to company standards and performs routine maintenance on the equipment.

Adheres to the uniform policy and maintains the appropriate professional image.

### **OTHER JOB FUNCTIONS**

Performs other duties as assigned.

### **REQUIREMENTS**

Requires route delivery and sales experience to demonstrate organization and time management skills.

Understanding of energy products along with the sales ability, account collection, record keeping, and reporting.

Proven ability to work independently and in a team-oriented environment.

Proven professional communication, persuasion, presentation, and customer services skills.

Demonstrated planning, organization, time management, and problem-solving skills.

Demonstrated math skills and the ability to calculate discounts, interest, commissions, proportions, percentages, area, circumference, and volume, etc.

Demonstrated core competencies including business knowledge, collaboration, communication, customer focus, decision-making and skill development.

Must have and maintain a valid CDL license with haz mat endorsement, be insurable to operate the required vehicle, and have the ability to travel independently.