

Sign Sales Executive

**Sales Executive Job Responsibilities:**

Builds business by identifying and selling prospects; maintaining relationships with clients.

**Sales Executive Job Duties:**

* Identifies business opportunities by identifying prospects and evaluating their signage needs; researching and analyzing sales options.
* Sells sign solutions by establishing contact and developing relationships with prospects; recommending solutions.
* Maintains relationships with clients throughout the sales process and afterwards to continue to identify new signage needs
* Remains current on industry trends, market activities, and competitors.
* Prepares reports by collecting, analyzing, and summarizing information.
* Maintains quality service by being responsive, following up, and setting clear expectations with clients.
* Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; benchmarking state-of-the-art practices; participating in professional societies.
* Contributes to team effort by accomplishing related results as needed.
* Performs other duties as assigned.

**Sales Executive Skills and Qualifications:**

Presentation Skills, Client Relationships, Emphasizing Excellence, Energy Level, Negotiation, Prospecting Skills, Meeting Sales Goals, Creativity, Sales Planning, Independence, Motivation for Sales

**About High Value Signs:**

High Value Signs & Studio is a full-service commercial sign company located in Irving, TX serving Irving, Coppell, Lewisville, Grapevine, and Flower Mound and surrounding cities. We do lobby signs, building signs, monument signs, graphics for walls, floors, and windows, car and truck wraps and graphics, custom wall coverings, dimensional letters, and much more! High Value Signs offers customers custom signage solutions designed by an experienced marketing professional. We expertly project manage sign jobs to ensure they get done right and on time.