



Job title	<i>Resource Specialist</i>
Reports to	<i>Vice President of Marketing and Sales</i>

Job purpose

The Resource Specialist is responsible for the curation, creation and production of all Axis Conversation Kits.

Duties and responsibilities

- Sell Axis Products to new and existing customers
- Execute a detailed sales strategy
- Work towards a detailed understanding of Axis and its products
- Work to develop relationships, by phone, with new and existing customers
- Hit monthly and yearly quotas for sales
- Assist with customer service
- Ability to speak on behalf of Axis

Qualifications

Qualifications include:

- Maintains a personal relationship with Jesus Christ and is a consistent witness, maintaining a courteous, Christ-like attitude in dealing with people within and outside of Axis
- Degree in Communication or Business preferred
- At least 1-3 years in proven sales experience
- Excellent communication and delegation skills
- Advanced software and CRM experience
- Bi-lingual in Spanish preferred

Working conditions

This position is salaried, while hours are typically 8:30am-5pm Monday-Friday. Hours may vary in relation to research related meetings and appointments. Travel is minimal.

Physical requirements

This job in some cases may require lifting between 30-50 lbs and s/he should be able bodied and ready for any task that may need to be done.

Dress

While the dress code at Axis is fairly casual, all employees should always bear in mind that they are representing Axis to the staff, guests and donors and therefore dress accordingly.