

JOB DESCRIPTION

Position Title: Regional Sales Manager
Department: Sales
Reports To: Director of Sales
FLSA Status: Exempt

Position Summary:

Sells company's products and services in the corporate legal market to new and current users in an assigned geographic region through direct, face-to-face contact. Maintains an up-to-date understanding of industry trends and technical developments that effect target markets.

Essential Functions:

- Sells products/services to new customers in an assigned geographic area to achieve or exceed assigned revenue objectives;
- Performs sales presentations to match company's products with identified needs;
- Remains knowledgeable of company's products to facilitate sales efforts;
- Prospecting and networking to acquire new accounts;
- Participates in sales forecasting and planning;
- Maintains sales records and prospect database as required;
- Attends legal trade shows and User Group meetings;
- Provides follow-up with customers to ensure customer satisfaction with products and/or services provided.

Essential Qualifications:

- A Bachelor's degree;
- Ten plus years of sales experience with a software organization selling software and related products and services in the corporate legal market;
- eDiscovery experience a plus;
- Excellent communication and interpersonal skills;
- Expertise and interest in software presentations;
- Ability to close sales in a professional and effective manner;
- General knowledge of business software applications, including contact management software;
- Travel approximately 50%.

Work Environment

General office. No special physical demands required.