

Positions:

Sales Support Associate, Denver, Colorado
Sales Support Associate, Alpharetta, GA
Reporting to Regional Sales Manager

Company:

Bako Integrated Physician Solutions is a podiatry diagnostic and therapeutic company specializing in pathology, molecular diagnostics and office-dispensed therapeutics. The company has grown consistently since its inception in 2008 and we are now looking to expand in the greater Denver area and in Alpharetta, GA. For more information about the company, please visit www.BakoCTS.com.

Job Description:

The Sales Support Associate is responsible for supporting and maintaining clients within assigned territory. The specific duties are:

1. Interacts with physicians, employees and clients in a positive manner
2. Fosters and grows positive key client relations while cultivating Bako's excellent reputation
3. Proactively supports and provides clients with information on the complete Bako pathology services menu and line of therapeutic products. Effectively anticipates and services client's needs with urgency.
4. Clearly communicates the features and benefits of Bako's Integrated Physician Solutions in order to increase specimen submission/sales from existing clients
5. Operates within established standard operating procedures, company policies, and compliance guidelines and performs as a team player within the Bako organization.
6. Maintains knowledge proficiency on complete pathology menu of services and therapeutic offerings.
7. Utilizes available data, tools, and resources to effectively support clients and monitor client accession submissions and specimen reports, monthly performance dashboards, insurance plan "leaker" data, etc.
8. Communicates with management appropriately and responds to requests in a timely manner.
9. Attend meetings as requested by management
10. Other duties as assigned.

The position offers an opportunity to learn and grow over time in a sales support capacity while progressing into a Sales Account Manager. **For consideration:**

Sales Support Associate, Denver, CO - Must reside in the Denver, CO area. No relocation assistance offered.

Sales Support Associate, Alpharetta, GA – Must reside in the Greater Atlanta, GA area. No relocation assistance offered.

Qualifications and experience:

1. High School Diploma or equivalent required. Associate or Baccalaureate degree preferred.
2. Two or more years of Customer Service/Client Support experience, preferably in a podiatry setting.
3. Computer proficiency in the Microsoft environment essential.
4. CRM Documentation and Utilization adeptness (NetSuite, Infusion soft, or Salesforce a plus).
5. Must have high speed internet access and designated workplace at home.
6. Travel requirements: Remote with up to 10% travel annually.
7. Assured verbal, written and presentation skills. An avid communicator.
8. Proven ability to manage multiple projects/priorities and evolving requirements in a fast paced environment.
9. Self-starter, organized with strong attention to detail with the capability to plan and align work with personal, team, and organizational goals.

To apply for this position, please send your resume to the hiring manager:

Sales Support Associate, Denver, CO - Magdalena Kickham MKickham@BakoCTS.com
Sales Support Associate, Alpharetta, GA - Elizabeth Watt EWatt@bakocts.com