

## Sales Support Representative

Zingerle Group – Charlotte, NC

Zingerle Group's Sales Support Representative is an important entry-level role that supports the sales cycle and helps deliver an exceptional customer experience. The position focuses on assisting business development, learning the sales process, and providing sales administrative support to ensure accurate quoting, order processing, and smooth cross-department collaboration.

### Responsibilities

- Coordinate sales team schedules, meetings, and event preparations.
- Respond to customer inquiries and follow up on sales requests to ensure prompt service.
- Prepare and revise sales quotes and presentations quickly and accurately.
- Handle price, inventory, and general client communications, escalating issues when needed.
- Maintain accurate and up-to-date CRM data for leads, accounts, quotes, and more.
- Review pre-orders for accurate billing, shipping, and product details before completion.
- Support payment collection and guide customers through prepayments and credit applications.
- Collaborate with other departments to ensure seamless sales and customer service processes.
- Conduct post-sale follow-ups for new and existing clients, collecting feedback and referrals.
- Assist in generating performance data, sales reports, tracking KPIs, and market research.

### Experience and Skills Desired

- Bachelor's degree or two years of experience in a customer service or sales support role or an equivalent level of combined education and experience
- Organized and detail-oriented to manage multiple agendas and deadlines
- Proactive and solutions-oriented to maximize efficiency, productivity, and sales results
- Ability to learn and become an expert on company systems, products, and procedures
- Proficient with MS Office programs: Outlook, Word, and Excel
- Professional verbal and written communication skills
- Excited to learn and embrace new challenges in a growing company!

### Compensation and Benefits Offered

- Competitive base salary based on experience
- Quarterly team performance bonuses
- Generous healthcare reimbursement allowance
- 401(k) retirement savings plan with company match
- Substantial company provided life insurance benefits
- 2+ weeks PTO each year (personal, sick and other time as scheduled)
- 2+ weeks EOY office and facility closure (around Christmas and New Years)
- Major holidays off per company schedule
- Fun, friendly, and energetic atmosphere – with tremendous growth potential! Ideally, this position will grow into a full-time sales role within their first two years.

### Work Environment and Expectations

- Our office operates from 8 AM to 5 PM EST, Monday to Friday.
- This is a full-time, in-office position in Charlotte, North Carolina.



## About the Company

Zingerle Group is a global leader in the manufacturing of professional canopy tents, mobile structures, and folding furniture, serving clients across a wide range of industries. Through innovative construction, premium materials, a deep commitment to sustainability, and complete in-house craftsmanship, we have established ourselves as the market leader for premium equipment in Europe and are positioning ourselves for the same in North America.

In 2017, we launched our U.S.-based Sales and Distribution hub in Charlotte, NC to better serve our fastest-growing markets. Today, we manufacture and bring to market a diverse portfolio of brands, including MASTERTENT®, ECOTENT®, AERISE®, and RUKU1952®. Our team is made up of down-to-earth, hardworking problem-solvers who thrive in a professional environment and are energized by collaborating with our outstanding North American customers.

The quality and versatility of our products open up vast market opportunities, and we are only beginning to unlock this potential. Our mission is to ensure that every business has access to our professional-grade, easy-to-use solutions, making Zingerle Group a powerhouse of brands in the world's largest outdoor equipment market.

Since our start in 1948, Zingerle Group has fostered a culture of hard work, passion, and enjoyment. We celebrate the high standards we set, the excellent customers we serve, and the collaborative spirit of our team. Learn more about us and our brands at <https://zingerle.group/en-us>.

*Zingerle Group is proud to be an equal-opportunity employer that welcomes applicants and employees of all genders, races, backgrounds, orientations, and nationalities.*

If this position sounds like you, please apply via [www.zingerle.group/careers](http://www.zingerle.group/careers).

We look forward to hearing from you!

All the best,

The **Zingerle Group USA** Careers Team

