



346 Pike Road, Suite 5 • West Palm Beach, FL 33411  
Phone: 877-866-9113 • Fax: 561-244-1927  
www.elevateoralcare.com

## **Full-time Position Description – Preventive Care Consultant (PCC)**

### **Summary of Position:**

*Establish and increase sales of Elevate Oral Care (EOC) products shipped in assigned zip codes through a motivational consultative selling and educational approach within an assigned zip code territory. Provide ethical consulting, sales, and marketing assistance to EOC customers and represent EOC with the highest standards in all interactions.*

### **Nature of Scope:**

*This position exists within the sales department of EOC, which manufactures and sells preventive oral care products for dental professionals.*

*The expectation of the position is to establish, maintain and develop customer accounts resulting in increasing sales shipped in an assigned zip code territory. Achieve maximum sales profitability, growth, and account penetration within an assigned territory and/or market segment by effectively selling the company's products. This is achieved through obtaining new users and reorders of EOC products via lunch and learns, staff meetings, evening seminars, state and local meetings, study club presentations, cold calls and follow-up meetings with dentists, hygienists, dental therapists, clinics, dental schools, hygiene programs, hospital programs and government installations. Field sales training by EOC management will provide the prevention education basis for the account acquisition and growth model.*

### **Essential Functions:**

*The majority of the PCCs time is spent demonstrating and selling EOC products to dentists, hygienists, dental therapists, auxiliaries, faculty, students, and government installations. The remainder of time is spent completing assigned administrative reports, territory sales planning, online dental office research, providing feedback from the assigned territory, updating competitive and industry knowledge via the Monthly Territory Report (MTR), reviewing/understanding provided technical updates and building, correcting, and maintaining account profiles in our customer management system.*

### **Accountabilities:**

- 1. Effective territory management to maximize sales shipped into assigned zip codes through lunch & learns, evening seminars, staff meetings, cold calls, and follow-up appointments.*
- 2. Responsible for timely, scientifically sound, on-label and well-prepared delivery of motivational Continuing Education lunch & learns, staff meetings and presentations.*
- 3. Responsible for the maintenance of present sales base and increasing sales by selling to new accounts, cross selling to existing customers and penetration with new product introductions. Demonstrate products and usage to existing/potential customers and assist them in selecting*

EOC 0002, Rev 03 04/26/21

*those best suited to their patients. Expedite the resolution of customer problems and complaints.*

- 4. Responsible for special reporting and documentation of details for specific products as set forth by company, state, and federal regulations.*
- 5. Responsible for meeting objectives for sales, monthly staff presentations, new accounts and new product users.*
- 6. 24-hour response time for all messages and contacts.*
- 7. Responsible for monitoring voice mails and emails a minimum of 2 times daily.*
- 8. Responsible for timely submission of well-written and comprehensive administrative reports.*
- 9. Responsible for maintenance of account profiles within our CRM following all office contacts.*
- 10. Responsible for the control of expenses including, but not limited to mileage, lodging, meals and entertainment and samples as approved by Sales Manager.*
- 11. Responsible for controlling, distributing, and documenting samples as outlined in the Quality Manual.*
- 12. Responsible for maintaining and staying apprised of competitive product information. Forward all information acquired in the field to the home office for distribution.*
- 13. Responsible for assisting in account collections within assigned zip code territory.*
- 14. Responsible for representing EOC in an honest and ethical manner and to the highest professional standards and in accord with the Employee Handbook.*
- 15. Responsible for keeping home office informed on all activities in assigned zip code that effect new products performance, existing products, literature needs, competitive activities, and trends.*
- 16. Various other responsibilities as requested by direct supervisor or management.*
- 17. Maintains professional and technical knowledge.*
- 18. Dress professionally and/or appropriately for all customer contact appointments, meetings, and tradeshow.*
- 19. Acts appropriately at all company functions and while travelling for EOC.*
- 20. Will be required to attend regional and national sales training meetings.*
- 21. Will be required to attend local and state tradeshow and occasionally assist at regional and national tradeshow.*

**Requirements:**

- 1. Two-year higher education associates degree.*
- 2. Clinical dental experience and/or business to business healthcare sales experience.*
- 3. Excellent written and verbal communication skills.*
- 4. Elevate Selling Strong Training (to be complete in training).*
- 5. Self-motivated, driven, and enthusiastic.*
- 6. Professional and committed.*
- 7. Team player and leader.*
- 8. Maintain, at all times, an insurable driving record.*

Signature \_\_\_\_\_ Date: \_\_\_\_\_