



BikeCo, LLC
1536 N. American St.
Philadelphia, PA 19122
215-824-3854

Job Description: Inside Sales

BikeCo is looking for an Inside Sales Representative to join our tight knit team and help us grow our market share while helping us achieve our mission to provide high quality bicycles to all riders and the best service to our customers. The focus of this position, located in our newly renovated office in the Olde Kensington section of Philadelphia is to provide sales consultation and customer service to our valued dealers throughout the US and Canada. You will help to manage 3-4 Outside Sale Representatives' territories creating an additional point of contact for dealers within the territory and building stronger relationships between the dealer and BikeCo. You will report to the National Sales Manager and will be directly contributing to top line sales goals within your assigned territories.

Responsibilities/ Accountabilities:

- Build strong relationships with the outside sales reps you support to help achieve the sales goal for your assigned territories.
- Make proactive sales calls to dealers within your assigned territories
- Accurate and efficient order entry into BikeCo's ERP system
- Manage backorders within your assigned territories
- Monitor accounts receivables and proactively work with dealers and BikeCo accounting to resolve past due balances and credit issues
- Build extensive product knowledge of BikeCo's distributed brands, Fuji, SE, Tuesday, Breezer, and Kestrel
- Input warranty requests into the BikeCo ERP for dealers within your assigned territory and work with the Warranty & Tech Services department to resolve warranty issues
- Remain knowledgeable and up to date on current trends in the cycling industry
- Other duties as assigned

Requirements:

- Bachelor's degree in a business-related field preferred but not required (or) equiv. experience
- Knowledge of Microsoft Office Applications
- ERP system knowledge is a plus, SAP, Sage 100, etc.
- Exceptional verbal and written communication skills
- Friendly, well-spoken, and sales-driven
- Outstanding customer service skills
- Team oriented, but can operate independently
- Ability to travel within assigned territory and to industry events as needed
- Love for cycling and knowledge of the mechanics of a bicycle is a plus but not required

EXCLUSIVE DISTRIBUTOR OF:

Fuji Bikes — SE Bikes — Kestrel Bicycles — Breezer Bikes — Tuesday Cycles