

Verde Farms, LLC

300 Trade Center, Suite 3540
Woburn, MA 01801
Tel (617) 221-8922
www.verdefarms.com



Sales Support Specialist

About Verde

Verde Farms is the leading marketer of natural, organic and grass-fed beef in the United States. Working with family farms across the globe, we are connecting consumers who desire healthy, great-tasting meat raised in a sustainable manner. Our employees believe in the company's core set of principles, and leadership's commitment to innovation!

As a dynamic, value-driven, privately-held company based in the greater Boston area, Verde Farms employees are united by the company's mission, supportive culture, shared values, and integrity. This is a great time for key individuals to be a part of the double-digit growth at an organization that continuously creates new opportunities for team members to develop while changing the industry landscape.

About the Position

The Sales Support Specialist is responsible for providing support to Verde Regional Sales Managers during the sales process. They help customers resolve sales-related issues in a timely manner, generally providing real-time support. They are an integral part of the sales team, communicating and recording customer interactions.

Summary of Key Responsibilities

- Use sales communication techniques and tools (written & oral) for customer interactions.
- Use Sales Force and other pertinent Verde Farms systems necessary to perform the job.
- Oversee, respond to and track incoming inquiries coming in through our website.
- Assist in management of existing accounts, handling such items as order entry and service concerns.
- Maintain carrier relationships as the logistics contact for day to day shipping needs.
- Main point of contact for logistics questions and issues for customers and processors.
- Assists in the quality control process by organizing and tracking incoming complaints to ensure they are handled in an effective and timely manner.
- Coordinate new business and material set up requirements.
- Work with Sales on all account level requirements.
- Work as part of a team to create an outstanding customer experience.
- Assist in packing and shipping samples when needed.
- Help Verde to improve processes by bringing creative and fresh new ideas.
- Maintain high personal and moral standards in judgment and decisions.



Summary of Experience and Requirements:

- Bachelor's degree or equivalent professional experience required.
- Entry level; 1-3 years of experience.
- Excellent verbal, listening and written communications skills.
- Excellent organizational skills and multi-task management.
- Proven ability to manage multiple projects at a time while paying strict attention to detail.
- Strong willingness to commit to and adhere to program/project deadlines.
- Seeks opportunities to use imagination and express originality.
- Self-directed. Sets and works towards accomplishment of self-imposed goals and deadlines.
- Prior experience in customer service and/or with a Consumer Product Goods / food manufacturing company a plus.
- Prior use of Salesforce a bonus.

Why Verde Farms?

- Excellent Health Benefits.
- Competitive Salary.
- Progressive PTO Policy.
- Awesome Work Environment.

Primary Location

- United States – Boston Massachusetts Area

There's something special about working at Verde Farms. We operate with a core set of principles: the promotion of health and wellness, animal welfare, and environmental sustainability. These driving forces shape our vision and actions that guide every decision regarding supply, products, partners, and employees.

If you're ready to join a team that values what they do, please submit your resume to us at careers@verdefarms.com.

****No Agency Candidates at this time.****