

Job Title	Automation Specialist	
Location	Based in region which covers: Eastern NC/West Virginia/Virginia	
Division/Dept.	Region 3	
Reports to	Region 3 Regional Sales Manager	
Type of position:	Hours <u>40</u> hrs./ week	Notes:
<input checked="" type="checkbox"/> Full-time w/benefits <input type="checkbox"/> Temp Full-time w/o benefits <input type="checkbox"/> Part-time w/o benefits <input type="checkbox"/> Temp Part-time w/o benefits	<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt	

GENERAL DESCRIPTION

As a member of the Sales Team, the Automation Specialist's focus is providing support and management of automation within the designated region.

Primary responsibilities include but are not limited to:

- Promotion of automation products and systems within the APR
- Develop and track automation opportunities and growth
- Develop target accounts
- Assist general line salesmen in sales calls and presentations
- Assist general line salesmen in quota obtainment
- Review and present automation quotations
- Make sales calls and presentations with core vendors
 - Train general line salesmen on automation products and services
 - Participate in regional meetings
- Technical support for automation product sales and implementation
 - Perform troubleshooting and/or short term programming support for automation customers
 - Perform programming and configuration as it relates to sales
 - Develop programs and applications to promote automation
 - Ensure automation customer service and satisfaction
- Provide leadership and direction for automation and the corporation
- Support key corporate initiatives and all technology divisions for the advancement of the L&H organization as a whole
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QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

- Minimum Associate's Degree or equivalent from a two-year college or technical school; plus 2+ years of experience in Control Systems and at least 6-months experience in Mechatronics
- Preferred: Bachelor's Degree (B.S.) in Electrical Engineering with emphasis on Control Systems

Experience

- PLC programming
- National Instruments LabView programming
- Codesys development
- Pneumatic design

Skills/Competencies

- A keen attention to detail with strong organizational skills
- Ability to work independently and manage multiple tasks
- Committed team player with caring attitude
- Self-starter capable of managing existing accounts as well as finding new business
- A clear understanding of manufacturing processes and a desire to help customer increase their productivity and thus gain efficiency
- Technical proficiency with engineered product including fluid power. Automation experience is a plus
- Problem solving and communication skills with the ability to make good business decisions
- Driven to outperform the competition thru hard work and creativity

Travel Requirements

- Seventy percent (70%) travel within the southeast
- Willing to relocate for a period of up to 1 year to train on specific manufacturers products – location TBD

Language Ability

- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public

Math Ability:

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability:

- Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills:

- To perform this job successfully, an individual should have knowledge of and be proficient in Microsoft Office and Excel. Must be able to learn and use the Livingston & Haven Apogee System.

Supervisory Responsibilities:

- This job has no supervisory responsibilities.

Work Environment:

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The noise level in the work environment is usually moderate.

Physical Demands:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duty of this Job, the employee is regularly required to sit; use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to stand and walk as well as be able to speak and hear. An employee would need to be able to have the ability to have clear vision at 20 inches or less.

- While performing the duty of this Job, the employee must be able to drive and possess a valid driver's license.