



## Position: Sales Co-op

### GENERAL INFORMATION

Reports to:

Department  
Sales

Company  
GLE Precision

Work Location  
Bridgeport, MI

### GENERAL SUMMARY

The position is accountable for fostering and building strong customer relationships through their experience and interactions with the customer base. Regular consistent customer contact and pursuit of new business will be key for success. A mechanical and technical background is essential for preparing proposals, quotes and assisting customers. GLE is a global leader in tungsten carbide machining, ceramic machining, and other hard exotic materials machined to customer specifications.

### PRINCIPLE DUTIES AND RESPONSIBILITIES (ESSENTIAL FUNCTIONS)

1. Collaboratively work with GLE leadership and sales team on business development objectives.
2. Conduct evaluation of customer potential along with prospecting and developing new customers.
3. Provide technical service to customers in regards to application and use of carbide and exotic materials.
4. Prepare and present proposals and quotes to decision-makers at customer.
5. Act as GLE's liaison for customer information and coordination with Manufacturing.
6. Demonstrate technical proficiency with manufacturing processes and significant product knowledge.

### JOB SPECIFICATIONS

1. Completion of 2 years of Education towards an Engineering Degree.
2. Experience in a manufacturing environment is preferred.
3. Knowledge of sales and customer account management is preferred.
4. Excellent verbal and written communication skills with the ability to build strong partnerships.
5. Must be able to read and interpret Blue Prints
6. Strong computer skills in MS Office Suite; CAD and ERP experience is a plus (Jobboss)

### WORKING CONDITIONS

Normal office environment; Spends some time in manufacturing environment in closed facility. Personal protection equipment recommended and/or required depending on working area (safety glasses w/side shields, etc).

### DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

### QUALITY

Quality encompasses all aspects of GLE's' business, and every employee shares the responsibility to prevent the occurrence of any nonconformity relating to product, process and the quality system. All employees have an obligation to identify and record any such nonconformity, and, through designated channels, initiate and recommend solutions.

### GLE IS AN EQUAL OPPORTUNITY EMPLOYER

Please apply by submitting a resume to Clint Bucholz ([Clint.Bucholz@gle-precision.com](mailto:Clint.Bucholz@gle-precision.com)). [www.GLE-Precision.com](http://www.GLE-Precision.com)