

## Company Overview

CERO (Cooperative Energy, Recycling, and Organics) is an award-winning commercial composting company based in Dorchester and Roxbury, MA. We provide food waste pickup and diversion services for a wide range of commercial clients in Greater Boston and transport compostables to local farms where they are returned to the soil and used to support the local agricultural economy. Our mission is simple: keep food waste out of landfills, save money for our clients, and provide good green jobs for Boston's hard-working communities.

CERO is a unique multicultural, multilingual democratic workplace. Beginning operations in 2014, CERO currently serves over 80 customers in Eastern Mass with a 4-truck fleet that currently diverts over 80 tons each week of compostable waste that is re-earthed for urban agriculture and landscapes.

## Sales Team Manager Job Description

The Sales Team Manager is responsible for leading the sales team in all aspects of growing CERO's revenue and ensuring the retention of customers. The Sales Team Manager, in conversation with the General Manager, is primarily responsible for strategizing and executing inbound and outbound sales and digital and traditional marketing. As Sales Team Members and interns join the Sales Team, the Sales Team Manager is responsible for onboarding them and delegating responsibilities, including those related to customer service. **Responsibilities are detailed in full below:**

1. Coordinate Sales Team Strategy (Outbound and Inbound)
  - a. Work with Sales Team Members to generate 30-40 qualified leads and 2-3 new sales contracts monthly
  - b. With with General Manager, decide on industry targets and strategic priorities and execute this strategic outreach
2. Coordinate Marketing Strategy (Digital and Traditional)
  - a. Supervise Sales Team Members and interns to maintain blog posts and engagement via social media
  - b. Proactively seek out and attend networking/procurement events
3. Ensure the maintenance of detailed records of Marketing and Sales
  - a. Supervise Sales Team Members and interns to keep CRM up-to-date
  - b. In consultation with Data Administrator, continuously evaluate and improve sales recordkeeping systems
4. Serve as a responsive contact with CERO customers and partners
  - a. Supervise Sales Team Members and interns to resolve daily customer issues, provide new customer training, and execute quarterly customer outreach
  - b. Serve as primary point of contact for large institutional customers

5. Miscellaneous cooperative support responsibilities
  - a. Assist Data Administrator in various aspects of system improvement
  - b. Attend cooperative education meetings and weekly management meetings
  - c. Check in regularly with team members re. shared responsibilities

**Some of the skills that are essential for the role of Sales Team Manager include:**

1. Computer proficiency & experience working in online and traditional B2B sales - a persistent, resilient, and diligent sales approach!
2. Ability to work independently and manage time efficiently in order to meet all responsibilities
3. Excellent verbal and written communication skills
4. Ability to communicate effectively with experientially diverse co-workers in a democratic workplace environment
5. A familiarity with the Greater Boston Area, environmental sustainability, and movements for social and environmental justice
6. Commitment to developing and promoting the CERO's brand in the marketplace, online, and on the ground
7. Passion for our mission - composting, sustainability, community

**CERO is a Worked-owned Cooperative business and the Sales Team Manager needs to be open to:**

- Active participation in CERO.
- Treating everyone in the workplace fairly and as equal, no inappropriate or disrespectful workplace comments against anyone's racial identity, ethnic identity, mental health, ability, or gender identity.
- Thoroughly understanding CERO's mission, goals, and our co-op's connection with a larger solidarity movement to build a sustainable and equitable local economy.
- Learning and participating effectively in our worker cooperative model and in the development of a cooperative organizational culture.

**To apply, please email a resume detailing your qualification for the position to [casey@cero.coop](mailto:casey@cero.coop) & [opportunity@cero.coop](mailto:opportunity@cero.coop).**