

**MPAC - OPSEU  
Pay Equity Job Evaluation**

**Position Number: 82**

<b>Position Title</b>	<b>Sales Account Manager</b>		
<b>Date Evaluated</b>	<b>April 6, 2006</b>	<b>Date Revised</b>	<b>June 13, 2006</b>
<b>Notes Taken By</b>	<b>Jane Mizanski</b>		

**EVALUATION**

<b>Factor</b>	<b>Level</b>	<b>Explanatory Notes</b>
<b>1. Writing Skills</b>	<b>4</b>	<b>Drafting business proposals to present new products and services for prospective clients.</b>
<b>2. Numeric Skills</b>	<b>3</b>	<b>Uses/develops Excel formulas to fully understand products for presentation to clients; develops formula for royalty payments, costing for new products.</b>
<b>3. Technical Skills/Professional Knowledge</b>	<b>5</b>	<b>Strong sales and negotiation, marketing skills acquired through combination of education and experience.</b>
<b>4. Analytical/Problem-Solving Skills</b>	<b>5</b>	<b>Identifying and developing best solutions to meet customer needs in the context of marketing MPAC products. Interpreting client responses to proposals (RFP); understanding what the market potential is and how MPAC data can meet the needs.</b>
<b>5. Communication Skills</b>	<b>6</b>	<b>Advanced level of communication to present products &amp; services to potential clients; individually or as part of the Bus Development team, negotiate contracts.</b>
<b>6. Co-ordinating Skills</b>	<b>2</b>	<b>Coordination of information/resources to deliver presentation of products to prospective clients.</b>
<b>7. Freedom of Action</b>	<b>5</b>	<b>Incumbent works independently to seek prospective clients, make cold calls, and negotiating contracts.</b>
<b>8. Guiding Others</b>	<b>1</b>	<b>No formal responsibility for guiding others.</b>
<b>9. Physical Effort</b>	<b>1</b>	<b>No physical effort required beyond normal</b>
<b>10. Manual Dexterity</b>	<b>1</b>	<b>Keyboarding.</b>
<b>11. Audio/Visual Effort</b>	<b>1</b>	<b>No effort or concentration required beyond normal office.</b>
<b>12. Working Conditions</b>	<b>1</b>	<b>No disagreeable working conditions. Travel but usually limited to daytime.</b>
<b>General Notes</b>		