

# What is your Peace of Mind?



All around the globe customers rely on our safe connecting solutions. But we are also a reliable partner for our employees. About 1,800 colleagues in more than 30 countries play their part in ensuring that our products optimally combine mission-critical components. Whether it's motors, airbags or heart pumps – every day we develop connecting solutions for a wide variety of industries and thus take important steps towards a better future. Would you like to be a part of it? Find your peace of mind!

Oetiker Tool Corporation remains the largest independent crimp tool manufacturer of commercial grade products in the United States and has a footprint worldwide. Oetiker Tool Corporation produces Sargent Quality Tools, which have come to represent quality, service, and dependability in today's work place and are widely recognized throughout the electrical, electronic, automotive aftermarket, telecommunications, CATV and wire rope industries. Help strengthen our team in **Branford** at the earliest possible date as a

## Sales Administration

### WHAT YOU'LL DO

- Provides support for customer order entry, invoicing, and export documentation.
- Prepares/submits quotations, including price creation, margin review and tracking.
- Performs contract reviews, manages customer scheduling agreements/amendments (i.e., price changes), and contracts.
- Manages pricing files.
- Performs sales analyses.
- Reviews/processes account adjustments.
- Manages/maintains customer master data.
- Coordinates credit approval/credit limits with Finance.
- Resolves customer issues.

### WHAT YOU'LL GET

- Medical, Dental, Vision and Prescription Insurance
- Retirement Plan with Employer Match
- Paid Time Off

### WHAT YOU'LL NEED

- Associates Degree in related field.
- 2-3 year of sales administration, customer service or related field preferred.
- Working knowledge of Great Plains / Microsoft Dynamics or similar ERP (e.g. SAP) software a plus.
- Knowledge of sales processes, sales principles and applicable industries.
- Ability to identify and solve complex problems.
- Ability to prioritize and manage multiple tasks while maintaining attention to detail.
- Ability to effectively communicate and work cross-functionally with staff and internal/external customers and vendors at all levels in a global environment.

**Oetiker Tool Corporation is an equal opportunity employer.**

### Get to know us to get ahead.

For more than 75 years, Oetiker has been a leading manufacturer of high-end connecting solutions for OEMs worldwide. As an employer, we offer our employees attractive international challenges and many development opportunities. Diversity and high quality standards are the foundation of our corporate culture. This way, we combine the visions of today with the technology of tomorrow.

### Oetiker Tool Corporation

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Let's connect:  
[www.oetiker.com/careers](http://www.oetiker.com/careers)