

**LIQUID ASPHALT SALES REPRESENTATIVE****Classification:** Salary  
**Reports to:** Liquid Sales Manager**Location:** All States Asphalt  
**Revised:** April 2017

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**Position Summary:**

Candidate will be responsible for selling all grades of liquid asphalt and other asphalt specialty products such as asphalt emulsion to Hot Mix Asphalt (HMA) producers and other industry consumers in the New England market.

**Essential Functions:**

The following list is intended to be exemplary of the demands of the position however it is not exhaustive of all day-to-day functions. The incumbent will be required to perform any or all of the following in a given day, week or season:

- Responsible for promoting the sale of liquid asphalt.
- Maintain professional, effective, and efficient communication with customers and vendors.
- Frequent overnight travel between locations, and customers.
- Resolve vendor inquiries in the most efficient manner.
- Performs any functions necessary, within scope of authority and expertise, to ensure that the highest level of service and responsiveness is achieved.
- Respond to requests from customers for information, participate in presentations, engage in technical discussions with potential customers
- Other duties as assigned

**Work Conditions**

The noise level in the work environment ranges from moderate in the office to occasionally loud at field locations.

**Physical Demands**

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand, walk, sit and use hands to finger, reach with hands and arms, handle, feel, talk listen and smell. The employee is occasionally required to climb or balance, stoop, kneel, bend, crouch or crawl. The employee must frequently lift and/or move up to ten pounds and occasionally lift and/or move up to 25 pounds.

**Position Requirements:**

The ideal candidate will have a bachelor's degree, at least 2 years of experience in the construction/HMA industry and have a good working knowledge of PG grade asphalts and asphalt emulsions. Candidate must have excellent speaking and writing skills and be proficient with Outlook, Word and Excel. Experience in the New England HMA industry and/or familiarity with the New England HMA customer base is desirable. Must be able to pass a drug screen.

**Special Requirements**

Responsible for company vehicle, therefore a valid driver license and clean driving record is required.

**Supervisory Scope:**

None.

**Independent Action:**

Performs work independently within scope of established guidelines and practices. Consults with Liquid Sales Manager where clarification or exception to procedure may be required.

**Qualifications:**

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed above are representative of the knowledge, skill and/or ability required. Any physical demands or work conditions 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.

