Perform Air International Inc.
Section VI - Attachments
Att.57.02 - Job Description

Revision	Revision Date	Revision Change
N/I	02/08/2010	Initial Release/Re-release
1	05/20/2011	Revision to Duties, Responsibilities and Authority
2	11/21/2011	Revision to Department Manager and format
3	02/20/2012	Revision to Position Title and Department Manager
4	03/31/2017	Revision to Department Manager
5	12/31/2017	Revision to Immediate Supervisor
6	01/31/2019	Revision to Grade Level, Department Manager and Immediate Supervisor Title and addition of Division Manager.
7	06/30/2021	Revision to Division Manager
8	10/31/2021	Revision to Grade Level
9	07/07/2023	Division Manager Title change
10	10/06/2023	Revision Division manager
11	*09/26/2024*	*Revision to Qualifications*

Position Title: Regional Sales Manager

Grade Level: 11-2022-11

Exemption Status: Contract

Department: Sales

Division Manager: Executive Vice President of Sales / Marketing

Department Manager: Director of Sales

Immediate Supervisor: Director of Sales

Duties, Responsibilities and Authority:

This position assumes responsibility for and has authority for meeting with and developing relationships with our customers. This interaction may take place at industry conferences or events, a customer's facility, or at our facility.

This position assists in the negotiation of customer contracts. This position follows up with the Customer Support Department to ensure a timely response to customer requests, complaints, or comments.

Additional responsibilities of this position may be assigned at any time by the Director of Sales or the Executive Vice President of Sales/Marketing.

This position requires travel and is at the discretion of the immediate supervisor.

Qualifications:

Education: *High School completion or equivalent plus __one__ of the following Experience or Training requirements fulfilled.*

Experience: *Five years sales experience within the Aviation Industry*

Training: *Two years in house employment, and documented training records of at least 100 hours.*