

INSIDE SALES & ESCROW SIGNING REPRESENTATIVE:

Pacific Northwest Title is seeking a highly motivated, aggressive and self-reliant professional to initiate the sales efforts required to attract new and maintain current customers as well as conduct escrow signings for a Title and Escrow company. Responsible for customer visits, follow up and support, achieving sales targets, promotion of main office and branches, promotion of products and promotion of educational classes. Also responsible for assisting with courtesy signings and escrow support.

Primary duties include:

- Outside and inside sales and marketing
- Proactively building sales pipeline to achieve sales goals
- Identifying needs and providing solutions for customers
- Networking, building and maintaining outside and inside referral sources
- Conducting courtesy signings to include notary and escrow signings
- High degree of customer service and follow up skills

Ideal candidate must possess the following traits:

- Sincerity
- Eagerness
- Fearlessness
- Flexibility with duties and work schedule
- Always on the go
- Always looking for new opportunities
- Teamwork oriented
- Relationship builder – both with customers and employees
- Results/goal oriented
- Aggressive prospecting skills
- Self starter and highly self disciplined
- Superior organization skills with attention to detail
- Professional appearance
- Excellent written and oral communication skills
- Excellent computer skills
- High degree of energy and drive to be the best

Preferred Requirements:

- Experience with computer programs including databases, social networking and websites
- Extensive relationship sales experience
- Existing relationships with lenders and real estate agents a plus
- Prior experience in the mortgage/banking industry is highly desirable

This position requires a flexible work schedule and the ability to work evenings and weekends. This person must have the availability to participate in after hours signings and after hours industry related events.

If this describes you, please forward a cover letter and resume to paulap@pnwtkitsap.com