

PHONE : 908-238-0204

WWW.PARADIGMSCIENCE.COM



1318 NJ-31

ANNANDALE, NJ 08801

SCIENCE INC.

**Job Title**

Account Manager West Coast

**Department**

Sales

**Reports to**

Sales Manager

**Location**

Remote

Based out of Los Angeles, CA

**About Paradigm Science Inc.**

Paradigm Science, a subsidiary of Charles Tennant and Company (CTC), is a small specialty ingredient distribution company servicing the personal care and cosmetics industry. We have been supplying unique and natural ingredients to North American and Global cosmetic manufacturers since 2003. Our manufacturing customers range from globally known customers to smaller lesser-known independent brand manufacturers to contract manufacturing companies.

As a distribution company, Paradigm Science has supply partnerships with numerous global ingredient manufacturers, allowing us exclusive sales rights to promote and sell these ingredients to our customers throughout the United States. The features, functionality and benefits of the ingredients in our product portfolio includes actives for skin care with clinical data, natural and naturally derived ingredients, sustainable ingredients, enhanced delivery systems, pigments for color cosmetics and ingredients derived from Upcycled or waste-free processes.

At Paradigm Sciences, Integrity is the foundation upon which lasting success is built. It guides our decision-making processes, ensuring that we consistently align our actions with our values. We nurture a culture where trust is not just earned but reinforced.

Teamwork is not just our value, it's our mindset, ensuring that every member of our group has a vital role. By working together, we grow together. We help connect suppliers, brands, and manufacturers from across the world who share in our core values which strengthens our partnerships.

**PURPOSE OF THE ROLE:**

The purpose of this role is to develop and maintain new and existing relationships with customers and capitalize on sales opportunities in the industry of Personal Care specialty ingredients along the West Coast. Approximately 30-40% annual overnight travel. Candidate should ideally have laboratory experience and/or 2-3 years of technical sales experience. Candidate should possess strong interpersonal, organizational, and negotiation skills to develop and manage the West Coast sales territory.

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**PRIMARY SALES RESPONSIBILITY:**

- Manage a defined list of key accounts while building new business opportunities, vetting new customers, and growing target results within assigned territory
- Plan and organize business calendar with an average of 3.5 business days per week meeting with customers in-person
- Responsible for developing strong inter-company relationships with our supply partners and customers
- Responsible for sending price quotes, marketing sheets, and regulatory requests
- Occasionally host our Partners with presentations to customers in-person or remote
- Support customers with current projects and introduce new and existing raw materials from current suppliers
- Responsible for sales/demand forecasts, updating opportunities regularly, and quarterly partner reports
- Build and maintain relationships with key account contacts in territory and keep informed of trade developments, competition & industry trends
- Support Paradigm at various trade shows and networking events within the Personal Care Industry Organizations such as CaliSCC meetings and Supplier's Day.
- Work closely with Marketing to prepare presentations to customers.
- Host lunch and learns and webinars to keep customers up to date on ingredient offerings
- Follow up on all leads, samples, opportunities, and ingredient interests
- Update CRM (Salesforce) with up-to-date information on customers, visits, and opportunities

**SKILLS:**

- Strong organizational skills with attention to detail
- Excellent problem solving, organizational, prioritization and time management skills
- Ability to work independently
- Strong written and oral communication with customers
- Ability to multi-task and work within deadlines
- Product knowledge
- Ability to work well with others

**REQUIREMENTS:**

Bachelor's degree in chemistry or equivalent technical background. Ability to work strategically and effectively. Strong presentation skills. Must possess motivation, drive and strong work ethic and team spirit.