



INTERNATIONAL
DECISION SYSTEMS

Sales Operations Internship Minneapolis, MN

International Decision Systems, Inc. is a world-class software developer of enterprise level software for the commercial finance industry. Headquartered in Minneapolis, MN with global offices in Australia, Singapore, Europe and India, International Decision Systems has a 30-year history of serving the majority of the top 200 leasing organizations worldwide. International Decision Systems' customers are among the largest publicly traded organizations in the world and they value International Decision System for its nimble, responsive technology expertise. At International Decision Systems you'll be part of an innovative team of professionals who serve the world's commercial finance industry with progressive products and financial depth only available from an integrated strategic partner.

Job Summary:

Responsible for such areas as sales operations coordination, including but not limited to scheduling and hosting internal strategy meetings, coordinating RFI/RFP responses, coordinating preparation efforts for product demonstrations, assisting sales team members with managing contract requests from customers.

Essential Duties and Responsibilities:

- Work closely with sales team to create an environment that inspires an enthusiastic, innovative, and highly motivated sales force.
- Act as a liaison for the sales force to all cross-functional teams both within the sales team and across the enterprise providing an interface between the sales organization and other internal teams (i.e. Legal, Finance, IT, Professional Services, Product Management, etc.).
- Assist in coordinating all sales processes and reporting functions:
 - Enable the sales force to meet and exceed the sales objectives and customers expectations.
 - Manage and track the short and long term sales pipelines to optimize close rate within project timelines.
 - Utilize SalesLogix and Confluence as the primary sales tool for reporting and validation of opportunities in the pipeline as they move forward in the sales cycle.
 - Coordinate the management of the series of events and all relevant information about the opportunity, ensuring they are well defined and managed throughout the sales cycle.
- SalesLogix Systems Administration:
 - Provide ongoing support and assistance to sales users.

Qualifications:

- Demonstrated ability to coordinate cross-functional projects
- Organize, prioritize, and handle multiple tasks/assignments/projects

- Experience with MS office products required with demonstrated ability to perform financial analysis and report development required
- Excellent oral and written communication skills
- Experience in professional sales organizations is a plus, but not essential.
- Experience with Wikki based web tools is a plus, but not essential.

Education:

- Bachelors Degree in Business Management, Finance or similar discipline highly desired.

Knowledge, Skills and Abilities:

- Planning and Organizational Skills
- Teaming capabilities to draw resources
- Excellent communication and interpersonal skills.

This is an internship position begins immediately. It is full-time, non-exempt M-F position at a rate of \$12.00 per hour.

Candidate must be able to pass criminal and credit background check.

This job description is intended as a summary of the primary responsibilities of and qualifications for this position. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform or of all qualifications that may be required either now or in the future.

As an Equal Opportunity Employer, we are committed to a diverse workforce.

Jill Zimmer
HR Generalist I
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