

Sales Representative

Sales representatives represent companies to sell their goods and business services to wholesale and retail establishments.

Job title examples



- Commercial Traveller
- Sales Demonstrator
- Sales Representative
- Account Manager

Other jobs in this field of work

What sales representatives do



- promote and sell their company's goods and services such as building and plumbing supplies, business services, motor vehicle parts and accessories, and personal and household goods
- acquire and update knowledge of employer's and competitors' goods and services, and market conditions
- use directories and other sources to compile lists of prospective business clients
- visit clients and retail outlets to establish selling opportunities
- quote prices and credit terms, record orders and arrange deliveries
- follow up clients and ensure satisfaction with goods and services and resolve any problems
- monitor clients' changing needs and competitor activity and report on these developments to sales and marketing management
- prepare sales reports
- maintain and submit records of business expenses incurred

Main employing industries



- Wholesale trade
- Manufacturing
- Information media and telecommunications
- Retail trade

Qualifications



The following government subsidised qualifications are available in NSW:

Certificate III in Business to Business Sales available as a traineeship or qualification

Certificate IV in Business Sales available as a traineeship or qualification

Certificate III in Timber Merchandising available as a traineeship or qualification

Course fees: You may be eligible for government subsidised training under Smart and Skilled. Go to the [Course Finder](#) to find training in your area, estimate your fee and find a training provider.

Job prospects and pay



- There are around 33,758 sales representatives working in NSW.
- Over the next four years, employment in this occupation is expected to remain stable in NSW.

Average weekly full time earnings (before tax):

- Sales representatives: \$1,197
- All occupations: \$1,200

Related jobs



- Retail supervisor
- Sales assistant
- Insurance agent
- Real estate sales agent

To find out more about other jobs, visit the [Job Guides Homepage](#).

Information sources

Occupations: Australian Bureau of Statistics, Australian and New Zealand Standard Classification of Occupations, 1220.0

Employment: Australian Bureau of Statistics, Labour Force, Australia, Detailed, Quarterly, 6291.0.55.003

Skills shortages: Department of Employment, Skill Shortage List NSW 2015-16

Job prospects: Centre of Policy Studies (CoPS), Victoria University, Employment Forecast Data for NSW 2015/16 to 2022/23

Earnings: Department of Employment, joboutlook.gov.au, based on ABS Characteristics of Employment Survey, August 2014