



Duckys Window Cleaning

Pre-Screening Questionnaire for Sales Representative Position

Thank you for expressing interest in the Sales Representative position at Duckys Window Cleaning. We appreciate your desire to join our team and contribute to our continued success. Before moving forward with the interview process, we would like to gather some additional information to ensure the best possible fit.

Please take a moment to respond to the following pre-screening questions.

When finished, please email the document to **lmo@duckyscleaning.com**.

Please make space in between questions and answers, and please answer questions in an easy-to-read to read font and color, such as “**Red Bold Times New Roman**”.

YOU MUST BE ELIGIBLE TO WORK IN THE US TO PROCEED WITH SCREENING

1. ****Sales Experience:****

- a. How many years of experience do you have in a sales role, particularly in the service industry?
- b. If yes, can you provide examples of successful sales achievements or projects you have been a part of?

2. ****Understanding of Window Cleaning Industry:****

- a. What is your familiarity with the window cleaning industry, and what motivated you to pursue a sales role in this field?
- b. Have you previously worked with or sold services related to commercial or residential window cleaning?

3. **Customer Relationship Management:**

a. How do you build and maintain strong relationships with customers? Can you share a specific example of turning a challenging customer situation into a positive experience?

4. **Target Achievement:**

a. How do you set and achieve sales targets? Can you provide an example of a time when you exceeded sales goals?

b. What strategies do you employ to prospect and generate new business leads?

5. **Communication Skills:**

a. Describe your communication style and how you tailor your approach when dealing with different types of clients.

b. How do you handle objections, and what techniques do you use to close deals effectively?

6. **Team Collaboration:**

a. In what ways do you collaborate with other team members or departments to ensure customer satisfaction?

b. Share an experience where you had to work closely with colleagues to achieve a common sales goal.

7. **Technology Proficiency:**

a. What tools or software have you used to manage and track sales activities?

b. Are you familiar with customer relationship management (CRM) systems, and if so, which ones?

Please respond to these questions at your earliest convenience. Your answers will help us better understand your qualifications and ensure that we can have a more productive conversation during the upcoming interview process.

We appreciate your time and effort in completing this pre-screening questionnaire. If you have any questions, feel free to reach out.

Best regards,

Luke Morrison and Cameron Rossmiller

Co-Owners

Duckys Window Cleaning