



Sales Support Intern (Chicago)

At Distant Village Packaging, our global team works together to design and produce world-class sustainable packaging for specialty businesses in the LOHAS segment. Founded in 2000, Distant Village is a small company yet rapidly growing as a niche leader in eco-friendly and sustainable business practices.

We are actively seeking the right candidate to join our team as a **Sales Support Intern** at our office and showroom in Chicago. You will learn about client and business communications, and experience the sales process from selling cycle to product delivery and everything in between. We offer a friendly and supportive working environment in which you will be challenged, valued, and encouraged to grow and learn.

Responsibilities include:

- Enter and manage prospect and client details in company database
- Support to sales team for sending samples to prospects, arranging meetings, and managing meeting schedules and sales follow-ups.
- Provide excellent customer service which will contribute to long-lasting relationships with B2B clients worldwide
- Attend sales meetings and scribe notes
- Manage and maintain a high volume of prospect and client contacts details.

Requirements:

- Driven, willing to do whatever it takes to achieve their goals (practices “Good to Great”)
- Must demonstrate strong work-ethic and responsibility and commitment;
- Friendly and compassionate, with exceptional customer service attitude
- Learn and understand premium brand industries and related ‘product experience’
- Self-starter with ability to learn quickly and resolve issues independently
- Concise and persuasive written and verbal communication
- Knowledge and strong interest in sustainability and corporate social responsibility
- Honesty and Integrity

Description:

- Academic credit provided where applicable
- Professional development & guidance
- Hands-on, important working assignments and responsibility
- Unpaid (job opportunities may be possible after internship)
- Flexible hours
- Sustainability training provided as well as networking with green businesses

For immediate consideration please send resume to jobs@distantvillage.com, with subject *Sales Support Intern*.



ABOUT DISTANT VILLAGE

Our growing team of professionals is globally united through our shared values and an unwavering commitment to sustainable business. We make a difference by serving clients with sustainable solutions and global communities achieve their potential. Visit us at www.distantvillage.com and see why Distant Village is a recognized global leader in sustainability and social responsibility.

Being part of a dynamic, growing company offers an exciting career path full of opportunity. Distant Village product distribution is expanding internationally, and operations capacity expanding with our Manila-based office. The sustainable products market has expanded significantly over recent years, growing much faster than conventional products. There's tremendous potential for growth - and we're prepared to tap into that potential. Our team takes a people-focused approach to helping clients design and produce award-winning sustainable products and packaging. In today's value-focused business environment, that means developing close relationships with clients, suppliers, and communities, and using our sustainable business expertise to help clients achieve their business objectives.

We all work together as a team, going above and beyond the call of duty to do what is necessary to impress and delight clients with quality and service. Excellence is our hallmark. You also have opportunity to work across a variety of disciplines, broadening your experience in various industries and gaining a wide variety of subject-matter expertise, including sustainable leadership. Our growth strategy focuses on sustainable leadership which is people-focused and competency-driven. That's what differentiates Distant Village.

The opportunity is now. If you are interested in being part of a dynamic team, sustainability leadership, serving clients and reaching your full potential – Distant Village is for you.