



**JOB SUMMARY  
WEST REGION**

Open Date 01/25/10 – Close Date 02/01/10 (or until filled)

**Job Title:** Business Class Account Executive FOTS  
**Location:** Anaheim  
**Requisition #:** 117460BR

Time Warner Cable currently seeks an Acquisition Specialist in our Business Class Department. This position will report out of the Anaheim office but will be primarily working in the field. Below please find a brief description of the essential duties and responsibilities.

**POSITION SUMMARY:**

Responsible for selling Time Warner Cable products and services to commercial businesses which include but are not limited to: voice (tiered services), data and video services, along with ancillary and Teleworker products and services.

**ESSENTIAL FUNCTIONS:**

- Identifies potential clients using cold calling, door-to-door, networking, advertising campaigns, mailing lists, and personal contacts.
- Provides clients with information on Time Warner Cable products and services.
- Submitting customer contracts and maintaining complete records of work and producing reports which includes but are not limited to: monthly sales results, funnel reports, individual commission summaries, ad-hoc reporting as requested.

**QUALIFICATIONS:**

- Bachelor's degree in business or business related field is preferred.
- A minimum of two (2) years experience selling commercial telecommunications products or negotiating service agreements with property owners.
- To perform this job successfully, an individual should have knowledge of Contact Management systems; Database software; Order processing systems; Spreadsheet software and Word Processing software.
- Must possess valid California driver's license and state-required insurance, safe driving record and utilize personal vehicle to perform essential functions of the job.
- Ability to quickly learn products, market, competition, and customer needs.

*Note: This Job Summary should not be construed, to be all inclusive lists of all responsibilities, skills, efforts, or working conditions associated with a job. The full job description is available online at [www.timewarcable.com/careers](http://www.timewarcable.com/careers) or [www.twcable.com/employeesfirst/careers.aspx](http://www.twcable.com/employeesfirst/careers.aspx) (Internal Candidates). While the description is intended to be an accurate reflection of the job requirements, management reserves the right to modify, add, or remove duties and to assign other duties as necessary.*

**Time Warner Cable offers competitive benefits, including medical, dental, vision, 401(k) plan, tuition reimbursement, and free cable (in specified areas).**

**Time Warner Cable is an Equal Opportunity/Affirmative Action/Drug Free Employer /M/ F/ D/V  
Drug Test / Background Check / High School Diploma or Equivalent is Required**