



## Wiseco Performance Products

### Job Summary

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**Company**

Wiseco Performance Products

**Location**

Mentor, OH 44060

**Industries**

Manufacturing - Other

**Job Type**

Part Time

Employee

**Years of Experience**

Less than 1 Year

**Education Level**

High School or equivalent

**Career Level**

Entry Level

## Market Segment Support

### About the Job

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Since 1941, Wiseco has been a world-class manufacturer of the finest after market pistons available. There is a great deal of pride and quality that comes with this brand and this statement is further proven by the endless championships won with Wiseco performance products.

Today, Wiseco's corporate headquarters has evolved to over 150,000 square feet of state-of-the-art forging and CNC equipment. From a fully stocked warehouse, to an in house research and development lab equipped with the latest technology, every inch of Wiseco screams high performance.

We are a high performance company looking for high performance employees. If you want to join a successful team, we have an immediate opening for a Market Support Associate. This position will work as a member of the sales team by assisting the Power Sports Market Segment Leader with assigned tasks and duties, primarily focused on research and coordination of new product requests. This position will also assist the Strategic Account Manager with entering, releasing, and tracking custom orders. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

Essential job duties include:

- Research new vehicle models, OEM part numbers, and model years.
- Research model year updates.
- Research competitive models and pricing levels.

- Complete the proper paperwork associated with various product lines. (Ex NPR, ECO, catalog updates, pricing updates, etc)
- Coordinate with Marketing on Press Releases, proofing for content and accuracy.
- Coordinate with the Market Segment Manager and Marketing Coordinator on proofing new catalogs.
- Coordinate with the sales and BTO departments to collect information on new product requests and model year updates.
- Process custom sales orders for strategic accounts.
- Track and organize future releases of sales orders for strategic accounts.

The requirements listed below are representative of the minimum knowledge, skill, and/or ability required to perform this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Minimum qualifications for this position include:**

- High school graduate; Associates degree in business, marketing, or relevant course of study preferred.
- Experience considered advantageous include;
  - Sales / customer account management
  - Product line coordinator
  - Project management
  - Power sports enthusiast and/or racing experience
- Microsoft Office literate: Outlook, Word, PowerPoint. Strong background in Excel. Ability to learn MAS 500.
- Strong planning, analytical thinking, and excellent time management skills with the ability to handle multiple projects and priorities at one time.
- Excellent interpersonal and communication skills, both verbal and written.
- Excellent organizational and project management skills.

**Qualified candidates should submit their resume along with a cover letter to [jobs@wiseco.com](mailto:jobs@wiseco.com) Please reference job opening 006 in the subject of the e-mail. Only applicants that include salary history/requirements will be considered.**

**Wiseco is an Equal Opportunity Employer**

## Contact Information

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