

# GEIGER

## Geiger Client Design – Sales Coordinator

### About the job - why join us?

Geiger furnishes the modern office with beautiful solutions for private offices, conference rooms, collaborative spaces, and more. Geiger designs play an important role in creating environments where people want to be—spaces that stimulate creative and analytical thinking, strengthen organizational culture, and communicate trust to clients and visitors.

Our purpose is design for the good of humankind. It's the ideal we strive toward each day in everything we do. Being a part of Geiger means being a part of something larger than your work team, or even your brand. We are redefining modern for the 21st century. And our success allows Geiger to support causes that align with our values, so we can build a more sustainable, equitable, and beautiful future for everyone

### General Purpose

- Supports Geiger Sales Team by providing product drawings and specifications for commercial furniture designers and space planners. Responsible for creating product solutions for workplace needs by influencing the direction of product and service development with insights from a planning and interior design and architecture point of view.

### Essential Functions

- Creates office and workplace room layouts and drawing typicals in response to RFP's from clients
- Masters understanding of Geiger Product lines as it relates to current trends and how to best position them against competitors
- Participate in regular internal and external training and education initiatives that support Geiger's efforts to sustain its position as an industry leader
- Fields calls/requests from internal and external audiences for Applications guidance/support.
- Partnering with national Sales Team to create Geiger custom solutions for casegoods and ancillary furniture
- Engages with internal teams to inspire optimal solutions and internal improvements.

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- Provide documentation essential for Geiger Engineers and Manufacturing team to successfully produce furniture
- Provides detailed specifications and pricing for custom furniture solutions
- Drives optimal client value-add and value-engineered solutions.
- Articulates applications within Vectorworks, 4D, and other tools as applicable to support various product application needs.
- Serve as a liaison between internal partners (sales, order entry, manufacturing and engineering) and the A&D community (furniture dealers, architecture firms and interior design firms)
- Support Geiger sales team by delivering excellent showroom-based customer experience for end user clients and the Architect & Design community
- Maintain showroom standards as mandated by the MillerKnoll Customer Experience Team
- Regular inventory of sales resources so they are readily available for client needs
- Performs additional responsibilities as requested to achieve business objectives.
- Travel as needed (up to 10%) to support client engagements and team development.

## Education

- Bachelor's Degree in Interior Design, Industrial Design, or Furniture Design from an accredited program; or equivalent years of experience.
- Three to five years of prior design related experience or experience in custom cabinet design and millwork design/manufacturing preferred

## Skills and Abilities

- Contract furniture experience preferred
- Strong sense of the customer and sales process and proven ability to facilitate customer and field interaction
- Ability to work with cross functional teams to create, specify, and present design solutions
- Knowledge of CAD software applications; Revit, AutoCAD, SketchUp, or product specification and drawing software.
- Vectorworks experience is ideal.
- Ability to effectively use office automation, communication, software and tools currently used in the MillerKnoll office environment.

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## Who We Hire?

Simply put, we hire qualified applicants representing a wide range of backgrounds and abilities. Geiger is comprised of people of all abilities, gender identities and expressions, ages, ethnicities, sexual orientations, veterans from every branch of military service, and more. Here, you can bring your whole self to work. We're committed to equal opportunity employment, including veterans and people with disabilities.

Compensation range for this role is \$69,920.00 - \$92,000.00. Relevant salary considerations will include candidate qualifications and experience, other business/organizational needs and market factors. You may also be eligible to receive a geographic premium, annual discretionary incentive and equity awards which are subject to the rules governing these programs. The company offers a full spectrum of benefits including Medical, Prescription Drug, Dental, Vision, Health Savings Account, Dependent Day Care Savings Account, Life Insurance, Disability and Other Insurance Plans, Paid Time Off (including Vacation and Parental Leave), Holidays, 401(k), and Short/Long Term Disability, in addition to other special perks reserved for our associates.

This organization participates in E-Verify Employment Eligibility Verification. In general, MillerKnoll positions are closed within 45 days and are open for applications for a minimum of 5 days. We encourage our prospective candidates to submit their application(s) expediently so as not to miss out on our opportunities. We frequently post new opportunities and encourage prospective candidates to check back often for new postings.

MillerKnoll complies with applicable disability laws and makes reasonable accommodations for applicants and employees with disabilities. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact MillerKnoll Talent Acquisition at [careers\\_help@millerknoll.com](mailto:careers_help@millerknoll.com).

## Benefits found in job post

401(k), Disability insurance, Medical insurance, Vision insurance, Dental insurance, Paid paternity leave, Paid maternity leave, Tuition assistance