

We are currently seeking an Inside Sales Representative for our Rexdale, ON branch to join our team. We offer a competitive salary and benefits package, including a group RSP; if you wish to have a career in a fast paced industry – join our team!

Job Summary

Inside sales support, along with quoting for multiple Ontario branches. The Inside Sales Representative is a pivotal position and is responsible for a variety of job functions. This role requires a person who is self-motivated and enjoys the role of meeting new people and of sales. This person is the main contact point and is an important representative of our company.

Qualifications

Minimum of 3 years experience in service, hospitality or building supply industry

Proven successful experience in quoting and obtaining window and door sales a must.

Excellent written and verbal skills

Must be able to read, write and speak English

Basic computer skills in Outlook, Word and Excel

Experience with customer service

Ability to attend work on a regular basis and to work extended hours when required

Lifting up to 50 lbs. will be required occasionally

Excellent customer service

Experience with building/construction supply materials an asset

Ability to learn proprietary software systems

Organized and detail oriented

A quick learner and ability to communicate with a diverse clientele group

Please apply today!