

Inside Sales

General Duties:

Counter Sales

Assist customers with product and/ or project knowledge and sell them what and how much they need

Load customer's purchased product both inside and outside, certain items will require the use of the forklifts, hand trucks etc.

Answer phone calls

Make sales calls

Assist with keeping store clean and organized

Occasionally go to customer location and measure for items such as siding or roofing, climbing ladders and walking on roofs may be required.

Compile material take off list from blue prints

Other duties as assigned and/or needed

Requirements:

High school diploma or equivalent

Professional - Ability to get along and work well with customers and other employees

Knowledge of building materials and hardware etc.

Sales experience

Driver's license and clean driving record

Basic computer skills – experience with POS systems a plus

Forklift Experience

Able to lift 100lbs

Adhere to Drug and Alcohol Policy