



## Inside Sales Representative

*Winona, MN*

The Inside Sales Representative is responsible for performing effective inside sales activities as well as assisting with general business operations of the branch. This position provides outstanding customer service, initiates sales activity, and contributes to overall departmental success. Additional duties include maintaining stock levels, consulting and advising on customer needs, and vendor managed inventory.

### Primary duties:

- Present and explain products and services to customers and assist in meeting their needs through all stages of each sales transaction
- Work with Branch Management and Outside Sales Representatives to establish delivery schedules, process orders, set up service calls and other tasks as required to meet the needs of all customers
- Provide quotations and bids for projects or accounts requiring welding equipment
- Set up showroom product displays, stock shelves and maintain general condition of the showroom
- Meet with sales representatives regarding orders, new product introductions, application issues, defective products, product promotions, and service concerns

### Requirements

- In depth understanding of customer service philosophies.

### Work Schedule

- This full-time position will work Monday-Friday between the hours of 6:30 a.m. – 4:00 p.m.

**APPLY NOW**

Download and complete the [Employment Application form](#) and upload to the [Apply Online webform](#).

Or, pick up an application at the Winona store, 5150 W. 6th Street, Winona, MN