

Bilingual Inside Sales Representative

Reference No.: 1D0EC
Language: Advanced French, Advanced English
Location: Mississauga-Ontario
Salary: 60K - 63K
Benefits: Included
Account Manager: Marijke Kanter
Email: resumes@nevian.com
Job Type: full time permanent

Description

Great new bilingual position with a world leader manufacturer of industrial products. Looking for an experienced Bilingual Inside Sales Representative (ideally someone with a Mechanical Aptitude) to join their team. Full time, permanent position; Salary: 65K- 67K + up to 15K bonus, paid quarterly. Full benefits, RRSP company match up to 5%. Hours: Monday - Friday 8.30 am - 5.00 pm. Collaborative and supportive work environment! This is an IN OFFICE position.

Responsibilities

- Support Outside Sales Representatives and their territory
- Respond to and process incoming orders - order entry
- Develop actionable sales strategies
- Ability to take control of a situation, gather all pertinent information and communicate with other departments in order to have customers' requirements adhered to in a high paced fashion
- Provide quotations and pricing
- Analyze and price out drawings, renderings, and other documentation ensuring accuracy, profitability and time sensitivity are the highest priority
- Follow up on outstanding quotes in a timely manner
- Handle queries (phone and email) and escalations
- Provide shipment information and follow ups on shipment

Qualifications

- Must have completed post- secondary education
- Must be fully bilingual English and French (verbal and written communication skills)
- Minimum of 2-3 years of Inside Sales (Order Desk) work experience
- Must have a mechanical aptitude and commercial/ business math (ability to calculate ratio's, discounts, margin etc.)
- Ability to interpret drawings or blueprint reading is an asset
- Must have excellent communication, interpersonal and presentation skills
- Willingness to learn and strong attention to detail
- Ability to take ownership of all opportunities, challenges and mistakes
- Effectively managing priorities, deadlines, and achieving response time objectives
- Contributing to a positive culture