

NOW HIRING



S I M S O N
M A X W E L L

Inside Sales Representative

We are looking for a dynamic Inside Sales Representative to join the Simson-Maxwell team.

Simson-Maxwell has been selling industrial solutions for over 80 years and is a leading Western Canadian Company in manufacturing, sales and service of standby and prime power generator systems and industrial engine solutions. Today, Simson-Maxwell serves over 6000 customers across Western Canada from 7 branches. Simson-Maxwell is internationally recognized in the power generation industry for expertise in the custom design, engineering, sales and service of quality power generation and electrical control equipment. Let Simson-Maxwell power your ambitions and apply to join our team today!

POSITION OVERVIEW

The Inside Sales Representative supports the outside sales teams to achieve their objectives. The Inside Sales Representative is expected to meet and exceed targets forecasted and set objectives. This position will build positive working relationships with new and existing customers, place cold calls to electrical contractors, call, promote and sell Simson-Maxwell products and services.

REPORTS TO

Vice President, sales

Location

Port Coquitlam, BC

TERMS

- Permanent, Full-Time.
- Monday to Friday.

OUR COMPANY CORE VALUES

- **Team Oriented** - We create opportunities for our team members to build relationships and trust with each other, to ensure the entire team works well together.
- **Customer Focused** – We are dedicated to delivering a great customer experience and building strong customer relationships.
- **Flexible** – We demonstrate the willingness to change course to achieve our goals.
- **Respect** - We treat ourselves and others with high regard and consideration.

- **Fun** – We generate a supportive work environment that creates memorable experiences for all stakeholders.
- **Safety Oriented** – We prepare, prevent, protect, and respond to ensure our people and facilities are safe and more productive.

DESCRIPTION

In this role, you will contribute in the following ways:

- Develop a plan of action with the sales teams to ensure proper sales objectives are targeted and measured.
- Organize priorities for project quotations (providing suppliers ample time to prepare attractive quotes from suppliers in a timely manner), and project management responsibilities including attaining drawings from suppliers as expeditiously as possible and communicating with outside sales staff of the status of each project.
- Price jobs and prepare required paperwork in a timely manner.
- Follow up on all leads, quotes provided, and closings to determine the lowest bid and who the successful bidder was. Keep a record on file and report findings monthly.
- Assess competitors by analyzing and summarizing competitor information and trends.
- Develop a positive working relationship with electrical contractors, end users, in your region, request tenders, and submit quotes in a timely manner.
- Prepare and forward job quotes, bills of material, and shop drawings to provide the customer with a clear understanding of what equipment will be supplied.
- Use established templates on all quotes to ensure consistency in quotes and reports.
- Prepare, build, and deliver operations and maintenance manuals and follow up on leads as required.

COMPENSATION AND BENEFITS

- Base salary rate commensurate with experience.
- Benefits include options such as our Company Pension Plan, Medical/Dental/Life Insurance, Employee assistance program and a full complement of personal and professional benefits.
- Training opportunities.
- Company events.
- Our policy is to provide equal employment opportunities to all qualified persons without regard to race, gender, color, disability, national origin, age, religion, union affiliation, sexual orientation, veteran status, citizenship, gender identity and/or expression, or other status protected by law.

REQUIREMENTS

- Minimum 2 years' experience in sales is required.
- Industrial product sales or marketing experience is preferred.
- Experience as a quote analyst or in a sales support function is preferred.
- Knowledge of Power Systems and its related Canadian codes is desirable.
- Engineering (Electrical/Mechanical) background is preferred.
- Results-Oriented and self-motivated.
- Proficient in MS office, e-mail and internet technologies.
- Previous customer service experience is required.

ATTRIBUTES

- Outstanding customer service skills with the ability to effectively communicate both verbally and in writing.
- Creative, persistent, motivated, and shows great initiative.
- Highly flexible, with solid interpersonal skills that allow one to work effectively in a diverse working environment.
- Adaptable and confident - able to maintain a constructive and positive attitude.
- Ability to deal with people sensitively, tactfully, diplomatically, and professionally at all times.
- Self-starter with ability to work well on own and as part of a team.
- Ability to analyze complex problems and identify solutions.
- Strong attention to detail.
- Ability to work well under pressure.