

Landscape Materials Inc.
311 Roycefield Road
Hillsborough, NJ 08844

Job Title

Inside Sales/Business Development Associate

Job details

- Salary: \$35,000 - \$50,000 annual
- Job Type: Full-time

Qualifications

- Experience:
 - Customer service with background in landscape and/or construction sales (preferred)
 - Business Development
- Education:
 - Associates Degree or equivalent

Full Job Description

If you have a passion for Customer Service and would enjoy working in the green industry, this is the job for you! As an inside sales person, you will represent Landscape Materials, Inc. (LMI) as a lead supplier of bulk materials and supplies for the landscape and construction industries. You will provide product knowledge, customer service and support, as well as assist residential customers with their home-based projects.

Initially, you will start off with learning the mechanics of our business by working with our in-house sales team. This will allow for a comprehensive understanding of the procedures and requirements needed for working with both contractors and residents on a daily and seasonal basis. Once you have become familiarized, you will transition into a role where your responsibilities will include seeking and developing business opportunities within these markets. Our goal is to brand LMI in the surrounding areas and establish a relationship with potential new customers driving our company's mission of trust and reliability.

Tasks include:

- Operate Front Desk Sales to include assist walk-in customers and telephone inquiries regarding product selection, placement of orders, requests for prices and quotes, and scheduling of deliveries
- Recommend new products to customers
- Build a rapport with customers to ensure customer retention / return business
- Complete sales transaction from initial communication to final invoice
- Ability to handle a high volume of inbound calls, while making outbound calls to new and existing businesses throughout the entire day
- Provide the highest level of customer service
- Operate and balance cash registers daily

Required Core Competencies:

- 3 years or more of professional customer service experience
- Construction material knowledge and industry experience a plus
- 1 year or more of Business Development
- Knowledge of basic Microsoft Applications (Word, Excel, Outlook)
- Strong verbal, written communication and interpersonal skills
- Self-motivated and driven to work in a customer-oriented environment

- Team player
- Organization and time management skills required
- Bilingual (Spanish) is a plus

Work Environment:

Work is performed in a construction retail environment. Physical demands including occasional lifting up to 50 lbs. and infrequent lifting up to 80 lbs. without assistance. Must pass background check and pre-employment drug screening.

Work Schedule:

In-Season

- Monday to Friday 7am-5pm
- Saturday 7am – 3pm

Job Type: Full-time

Pay: \$35,000.00 - \$50,000.00 per year

Benefits:

- 401(k) Plan
- Dental Insurance
- Vision Insurance
- Health Insurance
- Life Insurance
- Paid Time Off

COVID-19 considerations:

Our company provides safe practices and operating procedures at all times, and especially during COVID-19.

Experience:

- Customer Service: 1 year (preferred)
- Sales Experience: 1 year (preferred)

Education:

- Associates Degree or equivalent (Preferred)

Additional Compensation:

- Annual Bonus
- Profit sharing

Company's website:

- www.landscapematerialsinc.com

Benefit Conditions:

- Only full-time employees eligible (waiting period may apply)

Work Remotely:

- No