



Career Opportunity

Inside Sales Representative

STL Lighting Group is a professional lighting sales agency that has been representing leading edge manufacturers for over 20 years.

We are seeking an experienced Inside Sales Rep that will be involved in all aspects of our business.

Responsibilities:

The Inside Sales Representative is responsible for supporting sales activities of the outside sales representatives and electrical distributors.

Duties:

- Accurate specification interpretation, quotation and technical support, timely communication with customers, and manufacturers to facilitate issue resolution.
- Pro-active identification of sales potential and follow-up to secure orders.
- Provide on-going customer service with minimal supervision and direction.
- The Inside Sales Representative will utilize a combination of customer and distributor support techniques to achieve orders and sales objectives for STL Lighting.
- Provide technical support on products and services to customers, including application, technical and pricing assistance.
- Provide assistance to outside sales representatives and distributors with the order entry, shipping and delivery schedules.
- Build relationships with distributors and customers to enhance long term business prospects.
- Prepare sales quotations based on customer requirements and expectations.
- Assist outside sales representatives with quotation follow-up and securing of orders.

Skills/Education:

- Secondary school education (minimum), diploma in postsecondary related discipline preferred
- Computer literacy, advanced knowledge of Microsoft office.
- Basic knowledge of electricity and understanding lamp/LED technology
- Experience with Oasis, AGI and autocad an asset
- Excellent communication skills
- Self-motivated, organized, independent individual with a strong ability to prioritize.
- Accounting ability helpful
- 1-3 years industry experience in the lighting or electrical field beneficial

Job Type: Full-time

Required experience: 1 year in Lighting Industry

If you want to be part of a dynamic and growing organization, please submit your application (resume and cover letter) stating your salary expectation for this position to steve@stllighting.com