



A DIVISION OF NELSON LUMBER COMPANY

NELSON HOMES SALES REPRESENTATIVE

Description:

Nelson Homes located just North of High River, Alberta has an immediate opening for a Sales Representative. This is a full time position with hours Monday – Friday 8:00 am – 5:00 pm and the occasional weekends during the home show seasons and for scheduled customer appointments.

Duties and Responsibilities:

The key duties and responsibilities of this position are:

- Provide outstanding customer service to all customers inquiring on a Nelson Homes product; from material building packages to RTM Homes
- Complete thorough and accurate quotes
- Show and explain to the customers the details of the homes and building process
- be available to both walk-in and scheduled customer inquiries
- respond to various forms of inquiries in a prompt manner

Skills:

The successful candidate must have the following skills and experience:

- Be extremely organized with the ability to multi-task
- Must have a minimum of 2 years' experience in customer service or sales preferably in the new home construction industry
- Be very personable, outgoing, self-motivated, responsible, and hard working with a very high standard of customer service
- Knowledge and understanding of blueprints and construction
- Be fluent in Microsoft applications

Salary: Monthly salary plus commission.

Contact:

If you are interested in working in a fast paced small team environment, please forward your resume to:

Tyson Kirtzinger
Regional Manager
Nelson Homes
Box 5236
High River, AB, T1V 1M4
Email: tkirtzinger@nlc.ca

(Only successful applicants will be contacted.)