

Inside Sales Representative

Wirco, INC
Avilla, IN Sales Office

Basic Job Functions:

Wirco, INC, an industry leader in heat and wear resistant castings and fabrications, is seeking a qualified applicant for the position of Inside Sales Representative. ***This is an entry level sales position in which you will learn the business with a potential for advancement within the sales organization.***

Job responsibilities include, but are not limited to:

- Build and maintain strong and effective relationships with a select group of customers.
- Manage orders throughout the sales cycle
- Work with the Direct Sales Team and other associates to support the sales process
- Provide general and technical support to current and potential customers
- Work with the Direct Sales Manager and Direct Sales Representatives to develop the Wirco sales strategy
- Handle changes from the customer and support internal/external communication required to execute the order change
- Assist the Direct Sales team in the development of quotes, orders, and projects as requested
- ***Travel as needed, less than 20%***

Minimum Qualifications

- High School Diploma and minimum 1-year experience in Sales Support, Inside Sales, Customer Service or similar role within manufacturing.
- 1+ Years' experience with MS Office, excellent computer skills.
- Prior experience in a sales environment

Preferred Qualifications

- Experience in sales support, inside sales, customer service, or similar role.
- Associates in Business, Marketing, or related field

Compensation and Benefits

- Competitive salary and quarterly employee bonus program
- Optional Health and Dental Plans
- Paid Holiday Schedule
- Paid Vacation Time
- 401K Plan with Employer Match program

