

Inside Sales

Salary Range: \$39,000 – \$44,000

Wales-Darby is a leading Manufacturer's Representative in the HVAC and Plumbing industry serving the greater New York / New Jersey / Philadelphia areas. Our continued growth and success over the past 45 years has been due to our commitment to excellence - both in the manufacturers that we represent and in the talent that we hire.

We are currently seeking an energetic and motivated individual to join our Commercial Sales team. This group is an essential part of our overall business, and its evolution has created a need for an additional team member in our Islandia, NY location.

Qualified candidates will contribute by their:

- Interaction with customers / contractors
- Timely response to sales inquiries and e-mails
- Generation of job quotations for Commercial HVAC and Plumbing projects
- Provision of technical literature to customers / contractors / engineers
- Interaction with other Wales-Darby departments and divisions
- Interaction with manufacturers

Qualified candidates must possess the following skills and proficiencies:

- Computer literacy - mandatory - with a proficiency in MicroSoft Office (Excel) and Adobe Acrobat
- Excellent multitasking and organizational skills. This is a very fast-paced department and attention to detail is a MUST!
- Ability to work independently with minimal supervision
- Ability to self-start
- Ability to work as part of a team geared toward achieving a common goal.

Candidates will benefit by having the following proficiencies:

- Familiarity with the basic layout of HVAC / Plumbing projects
- Technical aptitude - we will provide the necessary product-specific training
- Ability to compare and contrast technical equipment
- Ability to prepare excel-based resources

We prefer a candidate with at least two years of college, but demonstration of the required proficiencies will be considered.

This position is full-time, Monday-Friday / 8am-5pm. Wales-Darby offers a comprehensive compensation package including competitive salary, health benefits, 401(k), paid holidays, paid vacation / sick time. Successful individuals will be eligible to participate in a performance-based incentive program.

For immediate consideration, please submit your resume including work experience, education background and salary expectations.

We look forward to hearing from you!