



Contract Sales / Installed Sales Associate

Soo Mill and Lumber Company Limited

Location: Elliot Lake, Ontario

Do you enjoy being the key point of contact and having control of your own success? Do you love working with people? Would you like to be part of an exceptional team that takes pride in providing personalized, functional, stylish spaces for clients in their homes?

Soo Mill is the leading building materials supplier in the Algoma District with stores in Sault Ste. Marie and Elliot Lake, and a Roof Truss Manufacturing plant also located in Sault Ste Marie.

Soo Mill & Lumber promises to Reliably Deliver Quality Products & Outstanding Customer Service through a Knowledgeable & Trusted Professional Team. We are truly dedicated to our Customers and the Communities that we reside in.

Our Sales Team is growing and we are now accepting applications for a **Contract Sales / Installed Sales Associate** based in Elliot Lake, Ontario. We are seeking a professional to sell building materials for commercial / residential projects, as well as, supply and installations of renovation projects throughout the Elliot Lake, Blind River and Northshore Algoma Region.

This is a base salary for the initial training period, leading to a commission plus base compensation package. Our employees are among the best compensated professionals in our industry, including a full benefits package.

Responsibilities

- Provide timely and accurate sales and estimates to customers
- Have an understanding of Blueprints for both commercial and residential projects
- Provide knowledgeable advice and service
- Actively call on leads and opportunities
- Ensure accurate sales recording and appropriate gross margin control
- Ensure special order products are ordered in a timely manner with correct ordering procedures
- Communicate with resources required to ensure an adequate supply of in stock product is available

Qualifications and Skills

- Customer Service Oriented
- Excellent Communication Skills (Verbal and Written)
- Ability to work accurately under pressure
- Have an understanding of Blueprints
- Proficient in Microsoft Excel and Computer aided estimating (Seljax)
- Reliable vehicle and a valid driver's license are required

We are looking for individuals who have great organizational & time management skills, who works well independently and in a team environment and who values professional customer service.

If you would like to build your career with our company, please forward your cover letter with the position for which you are applying identified in the subject line and resume in confidence by **February 26, 2018** to:

Lisa Culligan
Human Resources Manager
Soo Mill & Lumber Company Limited
539 Great Northern Road
Sault Ste. Marie, Ontario
P6B 5A1

or by email: careers@soomill.com

All applications are appreciated, but only those selected for an interview will be contacted. Employment is contingent upon a satisfactory response from a criminal record search.

Soo Mill can provide disability related accommodations during the recruitment process. Please advise if you require accommodations when contacted for interview.