



Inside Sales Representative

Summary

The inside sales person is required to respond quickly and efficiently to customers in the store and on the phone.

Job Description:

Generates revenue by soliciting and obtaining orders; understanding and interpreting technical requirements of automotive/off road parts and services
Develops accounts by working with customer, suggesting related and new items, explaining technical features.

Represent ETA at trade shows and community events

Updates job knowledge by studying new product descriptions; participating in educational opportunities.

Requirements:

- Two or more years of proven success in retail/inside sales of automotive parts/accessories and service
- Strong interpersonal and customer service experience - verbal and written communication language skills, in person, over the phone and via e-mail
- Excellent organizational and time management skills with ability to multi-task as needed
- Ideal candidate would be an off-road enthusiast and be mechanically inclined.
- Good driving record
- Ability to accurately understand and follow established Company policies, procedures and objectives
- Maintenance of regular attendance and punctuality is a condition of employment and an essential function for any position within the Company

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