



Work with the best!

Heritage Renovations is the leading window and door expert since 1990 and the winners of the Consumer Choice Award for 2015 and 2016.

Heritage Renovations is growing and has an opening for an **Inside Sales Specialist** in the London area. This role will be a hybrid of inside sales supporting both new and existing customers to increase sales opportunities with some operational responsibilities. A key function will be to work with customers to develop existing and future accounts. The focus will be on initiating pre-sales activity and generating aftermarket sales opportunities in both the consumer and commercial markets.

You Will...

- Establish and maintain an in-depth working knowledge of the window and door market, becoming a key sales person for all product lines.
- Proactively generate and qualify leads with quick follow-up to the customer.
- Proactively manage the existing customer database to find and develop sales opportunities.
- Proactively follow up on all leads and sell the value proposition.
- Prepare and follow-up on technical quotations, order entry, and expediting
- Promotion of Heritage Renovations by maintaining a high level of technical expertise and customer service.
- Complete order confirmations with vendors.
- Assist with operations scheduling for clients.
- Assist with material handling and receiving.
- Provide incoming telephone call support.

You Have...

- 1-3 years experience in a similar role.
- Strong outgoing personality.
- Strong communication skills (oral, verbal and written).
- Strong attention to detail and organizational skills.
- Sense of responsibility and urgency.
- Computer skills and familiarity.
- Must be able to work independently and work well in a team environment.
- Previous sales or marketing experience within the Window and Door industry is an asset.

Heritage Renovations Offers...

- Competitive compensation
- Benefits plan
- Opportunities for advancement within a growing organization

If you are interested in joining the Heritage Renovations team please forward your

resume via e-mail to shannon@heritagerenovations.com.

*While we appreciate all applications only those candidates
selected for an interview will be contacted.*