

ACCOUNT MANAGEMENT-INSIDE SALES REPRESENTATIVE

If you are looking for a unique Account Management-Inside Sales Representative position in the *greenhouse, garden center, landscape, and nursery* industry, then continue reading to learn more about Carlin Horticultural Supplies and this position.

You want to use your knowledge and skills in the grower/greenhouse industry and find a career position.

- You highly desire Work-Life Balance. You'd like to stop working long exhausting hours during the busy season.
- You have natural sales ability and strong phone skills.
- You are knowledgeable and willing to continue to learn about growing and landscape supplies.
- You have strong computer skills and are often commended for your accuracy.
- You are detail focused and value a collaborative team environment.

Carlin Horticultural Supplies is a family business. The family has been in the horticultural industry since the early 1900's. Carlin Horticultural Supplies is the complete WHOLESALE supplier for greenhouse, garden center, landscape, and nursery businesses, providing superior customer service and offering the best products available.

Carlin Horticultural Supplies is currently seeking an Account Management- Inside Sales Representative to join our team at our St. Paul, MN location at 1375 Trout Brook Circle.

Account Management-Inside Sales Representative Position Purpose

- Responsible for representing Carlin Horticultural Supplies products and services to the Green Industry.
- Effectively manage, service, and develop accounts to ensure the achievement of established sales and service goals.
- Manage an assigned territory with the Outside Sales representative.
- Use and advance your knowledge of the Green Industry.

Essential Job Responsibilities for Account Management-Inside Sales Representative Position

- Present a friendly, courteous, and positive attitude while representing Carlin Horticultural Supplies to our internal and external customers.
- Assisting in our warehouse.
- Make outgoing calls and contacts as assigned to develop relationships, actively sell products, promote company events or special promotions. Assist in Will Call counter sales as required.
- Obtain customer requirements and product specifications for quoting/pricing of needs. Take and solicit sales orders from customers and process them.

What We Offer our Account Management-Inside Sales Representative

- Work-Life Balance! We don't work long hours during the busy season.
- The hours of operation are 8 am to 5 pm Monday through Friday.
- Competitive benefits package includes health, dental, vision, life insurance.
- Bonus program, Paid holidays, Paid Time Off (PTO) and 401k.
- Opportunities to grow and advance within the company.

Education and Critical Skills/Experience Account Management Candidate-Inside Sales Representative

- Education: High School Diploma, with a College Diploma preferred
- Experience: Sales or Customer Service experience required. Preference for sales experience and horticultural background.
- Special Skills: selling skills, listening skills, customer relations, communication skills, organizational and self-motivation skills, math skills and computer competence.
- Work Schedule: You will be required to meet customer and company performance expectations.

If interested, please send cover letter, and resume to Carol Christinsen – cchristinsen@carlinsales.com