



# PENN FENCING, INC.

<b>Job Title:</b>	Outside Sales Representative	<b>Department</b>	Sales
<b>Location:</b>	Butler	<b>Position Type:</b>	Full Time
<b>Compensation:</b>	Commission Based	<b>Average Yearly compensation:</b>	Commission Based
<b>STANDARD:</b> <ul style="list-style-type: none"> <li>• Paid vacation after one year (1 week)</li> <li>• Holiday pay</li> <li>• Uncapped commissions</li> <li>• Bonus/profit sharing opportunities after one year</li> <li>• Company vehicle</li> <li>• Company phone</li> <li>• 401k with 4% company match after one year</li> <li>• Pre-screened and scheduled leads</li> </ul>		<b>EMPLOYER SPONSORED HEALTH CARE:</b> <ul style="list-style-type: none"> <li>• Coverage can begin after 60 days from hire date; coverage must begin within 90 days from hire date</li> <li>• Health Savings Account</li> <li>• Voluntary supplemental benefits are available through liberty mutual.</li> </ul>	
<b>Job Description</b>			
<b>ROLE AND RESPONSIBILITIES</b> <ul style="list-style-type: none"> <li>• Receive pre-set, confirmed appointments from our scheduling department and arrive to our customers' homes on time</li> <li>• Maintain a professional attitude and appearance</li> <li>• Facilitate in home product consultations with customers</li> <li>• Help our customers choose a product that fits their needs and wants</li> <li>• Accurately measure customers property and generate estimates</li> <li>• Accurately complete all paperwork relating to estimates, financing and sales orders.</li> <li>• Return customers calls and messages in a timely fashion</li> <li>• Turn over paperwork to convert estimates to jobs in a timely fashion</li> </ul>			
<b>DESIRED QUALIFICATIONS AND SKILLS</b> <ul style="list-style-type: none"> <li>• Minimum of a High School Diploma or equivalent</li> <li>• At least one-year sales experience preferred but not required</li> <li>• Fencing, decking, railing or construction experience is preferred but not required.</li> <li>• Ability to work independently</li> <li>• Ability to multitask and prioritize the duties required</li> <li>• Strong proficiency with Outlook, Excel, and ability to learn fencing estimation software</li> <li>• Strong organization and time management skills</li> <li>• Exhibit effective oral and written communication skills</li> <li>• Must have a valid driver's license</li> <li>• Must be a strong communicator</li> <li>• Required to pass a drug test and subject to random testing</li> <li>• Ability to measure accurately with a measuring tape and wheel</li> <li>• Ability to walk over uneven terrain and on slopes</li> </ul>			