



## Retail Sales Representative

### Job Summary

The Retail Sales Representative is responsible for building and maintaining relationships with new and existing customers, as well as fostering positive relationships internally with other departments.

### Job Responsibilities

- Promote and present products and services to potential and existing customers
- Build trust and loyalty with customers through problem solving opportunities
- Establish a positive working relationship with sales team and other departments
- Flexibility to work at multiple locations
- Taking inbound call center calls related to the full range of company services
- Making outbound sales and customer service calls
- Assist in merchandising, stocking, ordering, etc. of retail stores
- Other duties as assigned by management

### Job Qualifications

- High School Diploma
- Experience in a retail sales environment
- College preferred (min. -Associates Degree is Business or Business Mgmt. related field)
- Ability to work in a fast-paced environment
- Ability to serve our customers with a positive attitude every time
- Solid working knowledge of Microsoft Office or similar computing applications
- Strong keyboarding skills
- Strong inbound and outbound telephone skills
- Detail and technically oriented mindset
- Ability to lift up to 20 pounds to at least head height
- **Apply online at:** <https://www.pinebelt.net/careers>