

# **ACCOUNT REPRESENTATIVE**

## **Finally, sell something that everyone needs!**

Hassinger & Company, a successful, family-owned janitorial supply business, is seeking an experienced Account Representative.

Work Days: Monday - Friday, 8:00-5:00 (hours may vary)

Total Hours: 40 hours/week

Qualified applicants must be hard-working, intelligent, great with customers, self-motivated, fast-learning, creative with selling techniques, familiar with Central PA businesses and have experience with selling products business to business.

Please read over the following details:

Work Qualifications/Requirements:

- 3+YEARS EXPERIENCE with selling janitorial supplies, chemicals or similar products!
- Cold calling experience is a must!
- Ability to make customers a Number 1 priority.
- Knowledgeable of Microsoft Office programs
- Dressed in a professional manner.
- Act in a professional manner.
- No personal calls or texting while with customers.

Work Details:

- Cold calling by phone, walk-ins, emails and letters.
- Networking at social events
- Follow-up with leads
- Sales calls, some visits include order taking
- Taking inventory control at some locations
- Maintain client list and files
- Be organized when dealing with client folders and product information.
- Learning the products.
- Willing to lend a hand when and where needed.
- Light office help when someone is out (phones, etc.)
- Other duties as assigned.

Pay/Benefits:

- Salary + Commission (doe)
- Holidays off
- Vacation & Sick Days off after 90 days
- FREE gas
- Money towards phone bill
- Cell phone provided
- Leads will be distributed from website, call-ins and referrals
- Buy into health insurance plan
- No weekend work
- Friendly work environment

This position has potential for future growth.

To apply, send resume to: [hassingerkb@juno.com](mailto:hassingerkb@juno.com)

Add the subject title: **Account Representative**

Check out our website at [www.hassingerandcompany.com](http://www.hassingerandcompany.com) for more information.