

https://intscanada.com/job/sales-coordinator/

?????-Sales Coordinator

Description Sales Coordinator

Founded in 1999, the St Regis Group has grown steadily to become the premier supplier for awards, recognition, and promotional products. First focusing on awards and recognition, the St Regis Group now boasts 13 companies with over 50,000 products ranging from wall plaques to wine bottles and everything in between.

Why work at St Regis Group?

- St Regis Group is the leading supplier for awards and recognition in the industry. We get to help amazing customers recognize their amazing employees.
- We value your feedback and do our best to incorporate your great ideas into our day-to-day operations.
- We support professional development and back this statement up with interactive training, and development opportunities!
- You want to be part of a fun, fast paced, collaborative team.
- Competitive compensation and benefits package (based on education and experience).

If you are a passionate person that is looking for a role in an established growthminded company, then this might be the right opportunity for you.

Summary of position:

I am seeking a sales coordinator to join my team with working knowledge of products and terminology common in our industry. Below are some of the duties and skillsets required for this position.

Responsibilities Include:

 \cdot Engage in communication with our Sales Reps and customers across North America to grow sales.

 \cdot Take the lead in team projects to create presentations to help the sales team in generating business leads.

- · Conduct quote follow-ups to progress opportunities to sales.
- · Assist VP of Sales in various sales related administrative work.
- · strong verbal communications.

Additional Skills

· Excellent sales acumen and customer service skills.

Employment Type Full-time

Job Location Toronto

Date posted 2023[?]4[?]18[?]

· Intermediate proficiency or higher in Microsoft Outlook.

- · Intermediate proficiency or higher in Microsoft Power Point.
- · Intermediate keyboarding skills to complete daily tasks in timely fashion.

 \cdot Ability to multi-task, work under pressure and meet tight deadlines in a fast-paced environment.

· Strong problem-solving, organization, and administrative skills.

Required Skills and Knowledge:

• Spoken English (fluent), Written English (professional level)

Qualifications:

- Must have appropriate transit to attend the directing branch office.
- Must be legally entitled to work in Canada.

Job Type: Full-time, Permanent, Monday to Friday, experience), Benefits after 90-day probationary period

Location - Markham, Ontario

of Hires: 1

Job Types: Full-time, Permanent

Benefits:

- Dental care
- Life insurance
- Vision care

Schedule:

- 8 hour shift
- Day shift
- Monday to Friday

Work Location: One location