



CONVEYOR HANDLING COMPANY

Material Handling Solutions That Work

Inside Sales & Engineering Support

Conveyor Handling Company, one of the nation's leading material handling systems integrator, is currently hiring for a technical sales support position. We are looking for a highly motivated individual who will be responsible for working closely with internal staff (sales, engineering, project management, installation, service, & accounting) to provide project support on the design, sales, and implementation of automation, conveyor, material handling, and storage solutions.

This position will be based in our headquarters, located between Baltimore, MD and Washington, DC. Material handling industry and inside sales experience is preferred, but not required. Full training will be provided. Benefits include Medical, Dental, Vision, & 401(k) Profit Sharing plan.

The successful candidate must show:

- Self-motivation
- The ability to take ownership in assigned tasks
- Good time management skills
- Excellent written and verbal communication skills
- The ability to work well in a fast-paced, diverse team setting

Responsibilities:

- Process orders and leads for sales engineers
- Data Entry and administrative tasks for the sales department
- Provide over the phone support for customers on material handling equipment
- Sourcing products and quoting lead time and pricing for sales staff and engineers
- Generate reports, quotes, and presentations
- Support project manager and installation department with project execution
- Assist with customer and vendor follow up
- Assist with scheduling and tracking sales department KPIs

Qualifications:

- Technically and mechanically minded
- Excellent verbal, presentation and communication skills
- Able to self-start and work independently, in a fast paced environment
- Effective at time management and multi-tasking
- Able to effectively assess customer and internal staff needs, and find solutions
- Proficiency with personal computers Microsoft Office, Outlook, PowerPoint, CRM software Internet
- AutoCAD or other design software experience is preferred but not required
- Reliable transportation and current driver's license
- Sales experience preferred, but not required
- A basic understanding of conveyors and storage systems preferred but not required
- A team player willing to perform tasks not listed above, but necessary so that our company can provide solutions to our customers' needs
- Four year college degree preferred, but not required

Interested applicants can submit a resume to Director of Sales, Doug Rittermann at drittermann@conveyorhandling.com.