



Inside Sales Representative

Pennsylvania Steel, an independent metal service center, is seeking an Inside Sales Representative. This opportunity is located in our Naugatuck, Connecticut facility. We have a 68,000 square foot warehouse at this location, along with a sales and administrative staff to support your sales effort. We are a service-oriented company that seeks long-term relationships with our customers. Our reputation as a reliable supplier that strives to outperform the competition will provide you with the opportunity to sell our products and yourself with professionalism and positive energy.

Essential Duties and Responsibilities

- **STRONG CUSTOMER SERVICE SKILLS**
- Respond to all general line customer inquiries via phone, fax or email by determining material availability, customer requirements, quoting prices, and providing a reasonable delivery commitment.
- Purchasing material as required as well as expediting both purchases and sales.
- Enter orders into the system and modify or delete as required.
- Coordinate with customers, operations, traffic, outside sales, purchasing and sales management to expedite or troubleshoot customer orders.
- Understand and provide feedback to customers regarding operational capabilities and enhancements.
- Utilize creative and innovative sales techniques to increase sales volume.
- Strong product and market knowledge, as well as knowledge of the customer's business and end use of material.

Requirements

- HS diploma required, Associate's degree preferred
- Proficient in MS Office programs
- Must possess strong oral, written, presentation, and interpersonal skills
- Aggressive, competitive, and self-motivated attitude
- Must be experienced in the steel industry
- Detail oriented
- Strong interpersonal and communication skills
- Critical thinking

Please send resumes to hrconnecticut@pasteel.com

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