



Inside Sales Representative

Pennsylvania Steel, an independent metal service center, is seeking an Inside Sales Representative. This opportunity is located in our Bethpage, NY facility. We have a 40,000 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

- Act as the internal account coordinator for assigned accounts
- Develop new accounts and implement plans for growth in existing accounts
- Consultative selling and closing skills
- Provide quotes and follow up, order entry into the order fulfillment system to initiate the sales/ distribution process
- Continually provide feedback on sales opportunities to district management and Outside Sales
- Ensure delivery of customer orders on a timely basis, and with the highest possible level of quality and service
- Coordinate with appropriate departments in the resolution of customer complaints regarding damaged or incorrect material, or delivery problems
- Provide customers with a personalized level of customer service that reinforces the importance of customer satisfaction
- Assist other Inside Sales Representatives in the development and maintenance of their assigned accounts when necessary

Requirements

- Must possess strong oral, written, presentation, and interpersonal skills
- Aggressive, competitive, and self-motivated attitude
- Detail oriented
- Strong interpersonal and communication skills
- Critical thinking

Please send resumes to Christopher.gabel@pasteel.com

Pennsylvania Steel Company, Inc. 999 South Oyster Bay Rd Bethpage, NY 11714
(P) 1-855-307-9782 (F) 1-516-597-5037

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