

## Job Summary

**Order Number:**

NY1414061

**Date Job Order Received:**

04/06/2022

**Number of Openings:**

1

**Company Name:**

Disc and Belleville

**Job Title:**

Inside Sales / Customer Service

**Minimum Experience Required:**

No experience requirement provided.

**Job Description:**

Niagara Falls. Inside Sales / Customer Service. Disc and Belleville. FT. 1st Shift. \* Answer customer emails and phone calls. Provide quotation to customers. Follow up with emails and phone calls. Maintain and update Microsoft Business Contact Manager. \* Research internet to find prospects for the products. Contact them and give company and product information. \* Attend trade shows throughout the country and keep current knowledge of the industry \* Receive and ship parts. Create shipping labels. Provide tracking information to customers. \* Perform quarterly physical inventory and any other duties assigned. We are looking to hire an experienced Business to Business sales person. We are open to hiring and training a recent graduate how is looking to make a career Industrial Sales. To apply, contact the employer by email: Email: swetu@discandbelleville.com

**Job Location:**

Niagara Falls, New York

**Pay:**

\$15.00 - \$20.00 Hourly

**Benefits:**

No benefits mentioned.

**Hours per Week:**

40

**Duration:**

Full Time, Regular

**Work Days:**

Monday thru Saturday

**Shift:**

First (Day)

**Public Transportation:**

Information not provided.

**Minimum Education Required:**

High School Diploma

**Driver Licenses, Including Endorsements:**

No Driver License requirements specified.

**How to Apply:**

To apply, contact the employer by email:

Email: [swetu@discandbelleville.com](mailto:swetu@discandbelleville.com)