

Outside Sales Representative – Lumber & Building Materials

Location: Rochester, Minnesota

Position Summary

The Outside Sales Representative is responsible for selling products and services offered by Kreofsky Building Supplies while maintaining profit margins acceptable to the Sales Manager. This position focuses on building strong customer relationships, generating new business opportunities, and ensuring exceptional service throughout all phases of customer projects.

Essential Duties and Responsibilities

- Meet or exceed individual sales goals established by the Sales Manager.
- Provide accurate sales projections that meet or exceed company expectations.
- Consistently prospect for new customers and document all sales efforts.
- Follow up on sales calls and customer inquiries to ensure customer satisfaction and project success.
- Visit job sites regularly to stay informed of project progress and upcoming material needs.
- Build and maintain positive working relationships with customers, vendors, and internal team members.
- Maintain an organized and consistent work schedule and sales process.
- Prepare and provide customer estimates in a timely manner.
- Coordinate and place special orders with key vendors as needed.

Additional Responsibilities

- Communicate effectively with yard personnel to coordinate the organization, building, and delivery of loads.
- Work cooperatively with inside sales support staff to provide the best customer service in the area.
- Collaborate with accounts receivable to assist in maintaining current customer account balances.

- Share ideas and suggestions that may improve operational efficiency and customer service.

Qualifications

- Strong organizational and multitasking abilities.
- Excellent verbal and written communication skills.
- Self-motivated and goal-oriented.
- Responsible, dependable, and logical decision-maker.
- Outstanding customer service skills.
- Strong time management and follow-through abilities.

Experience & Education

- 2–4 years of experience in the building materials industry is a minimum requirement.
- 1–3 years of construction estimating experience preferred.
- Strong math and problem-solving skills.
- Knowledge of lumber and building material products.
- Proficient computer skills, including Microsoft Office Suite.

Compensation & Benefits

- Competitive base salary plus commission and bonus opportunities.
- Health insurance.
- 401(k) retirement plan.
- Paid vacation.
- Paid holidays.

This job description is not intended to be all-inclusive. Duties, responsibilities, and activities may change at the discretion of the Sales Manager or Division President.

Compensation: \$60,000.00 - \$120,000.00 per year