



LOCK-BLOCK LTD.

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Sales Representative

ABOUT THE OPPORTUNITY

You'll be working for a Richmond, BC based dynamic concrete recycling and manufacturing company in a small and an open office environment. We pride ourselves for our innovative products, inclusive organizational culture, good employee engagement rates, distinct company values, and broad career prospects.

The ideal candidate should be very organized, have a positive attitude, is highly adaptable and is willing and able to take on a variety of tasks. If you are willing to work in a relaxed work environment, have a can-do attitude, excellent communication skills, good interpersonal skills, and attention to detail, then this position of Sales Representative is your calling!

WHAT YOU WILL GET TO DO...

- Make cold calls and follow-ups daily to generate new leads
- Actively promote and up-sell products and services to new and existing customers
- Respond to inquiries about products and services
- Provide estimates, confirm order quotes, and fulfill client orders
- Generate weekly sales reports and sale forecast
- Communicate with other team members to ensure smooth fulfillment of the orders.
- Maintain updated information for customer records, prospects, and service proposals in the company database (e.g., Salesforce)
- Contribute to information gathering, sales strategies, and marketing plans
- Continuously communicate with customers about company product modifications, changes, and enhancements
- Actively participate in weekly meetings
- Promotional communication with potential clients via cold call, site visit, trade show, email, flyers, newsletters, website, social media, public advertisements, etc.
- New business development and assisting our present sales by managing and growing the current account base to maintain and exceed sales revenue targets

- Following up with clients with slowed activity to “re-activate” their business
- Provide coverage for the scale house, dispatch, and other sales positions
- Other duties and responsibilities as assigned by your supervisor

WHAT WE ARE LOOKING FOR...

- Fluent in written and spoken English
- Experience in the construction industry is a BIG ASSET!
- Previous sales experience in a B2B environment
- Reception or customer service experience
- Experience handling payment transactions
- Friendly and positive attitude
- Detailed oriented
- Exceptional organizational and multi-tasking skills
- Excellent Computer Skills: Proficient in MS Office (including Word, Excel, Outlook, PowerPoint) and willing to learn other programs such as Salesforce and QuickBooks. Experience using QuickBooks is an asset!
- Experience in using social media and other communication channels for marketing and promotional purposes is also a big asset

WE ARE...

Lock-Block Ltd. is a fast-moving, diverse, team-driven, performance-oriented, innovative player that has revolutionized the construction industry by introducing several new construction systems.

For over 38 years, Lock-Block Ltd. has been a leader in several construction markets, such as retaining wall modules, concrete recycling, and highway barriers.

The Lock-Block Ltd. manufacturing facility encompassing several divisions (Concrete Plant, Aggregate Plant, Fabrications, and maintenance shops, etc.) is one of the most extensive concrete facilities in the lower mainland, BC.

For more information, please visit our website, www.lockblock.com

Job Status: Full-time, Permanent

Compensation: We offer a competitive compensation package, including Medical, Extended Health, Dental, Employee Assistance and Travel Insurance benefits.

Please apply with your resume to hr@lockblock.com with a cover letter indicating **Sales Representative** in the subject line. We thank all candidates who apply; only those selected for an interview will be contacted.