

Inside Specialty Technical Sales:

Foundation Technologies, Inc., a construction material supplier located in Lawrenceville, GA, has a current opening for an Inside Sales Associate position in our Drilled Shaft Products Division. The ideal candidate will have a strong background in sales & customer service with relevant A/E/C experience. This individual must be hardworking, eager to learn, exceedingly well organized, and able to work under pressure. The ability to work well in a fast-paced team environment, remaining flexible, proactive, resourceful and efficient is crucial to this role. This individual will have a high level of professionalism, strong decision-making skills, and ability to build and strengthen relationships.

Primary Responsibilities:

- Assist Division Vice President to ensure the profitability and continued growth of multiple product lines
- Process orders and effectively communicate with customers to ensure accurate / timely delivery of product & complete customer satisfaction
- Answer technical and non-technical questions about multiple product lines
- Perform project takeoffs submit quotes & follow up to close out projects
- Manage orders throughout the sales cycle, including developing inquiries, sourcing material, proposing pricing, arranging transportation, organizing logistics, arranging delivery schedules, and effectively managing dispute resolution.
- Resolve inquiries on errors relating to invoicing, pricing or incorrect shipments.
- Grow customer base by prospecting new clients & nurturing leads
- Strengthen existing customer relationships at all customer touch points
- Attend industry events and meetings, join & contribute to industry related associations
- Ensure customer satisfaction by interacting directly with customers on the phone and in person
- Maintain FTI's high visibility in the marketplace and provide a steady flow of market intelligence to the Division Vice President on market conditions, competitor activity and upcoming opportunities.
- Additional responsibilities as assigned by Division Vice President

Qualifications:

- 2+ years of sales experience in the A/E/C industry preferred
- Bachelor's Degree in Business Administration, Construction Management, Engineering, Marketing, or Management.
- Ability to read & interpret Construction Drawings & Specifications Preferred
- Professional presentation skills: excellent verbal communication, strong confidence in speaking & interacting with audiences.
- Proficient in MS Office, Excel, PPT & excellent computer skills.
- 5% travel required.

Foundation Technologies, Inc. offers a competitive salary commensurate with experience and an excellent benefit package. To apply, send resume & cover letter to: hr@foundationtechnologies.com

