

# **ELLINGSON**

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## ***Plumbing, Heating, A/C & Electrical***

**Job Title:** Residential Sales Representative  
**Department:** Business Development  
**Location:** Alexandria, MN

### **Essential Job Functions:**

- Provide customized HVAC, plumbing, and electrical solutions to our current residential customers as well as build a new residential customer base.
- Maintain frequent communication with residential customers to generate new sales opportunities and provide adequate support to their needs.
- Obtain the training and knowledge necessary to perform all sales duties that correspond to the residential disciplines within our company.
- Reach sales goals set by V.P. of Business Development on a quarterly and annual basis and help strategize new ways to expand to our customer base.
- Attend trade, and other industry shows to showcase our company and products.

### **Qualifications:**

- Five or more years of experience in a residential sales industry, preferably with three or more years of experience in the mechanical and/or electrical industry.
- Proficient computer skills are necessary as well as knowledge in Microsoft Word & Excel.
- Self-motivated with strong organizational, planning, and follow up skills.