



## **Job Opening: Fence Supply – Counter Sales Representative**

Location: Gretna, LA

Westside Fence Co. has an immediate opening for a full-time Counter Sales Representative. We are looking for someone with fence knowledge but willing to train the right individual.

### **Duties:**

- Process material sales orders
- Communicate with customers (both commercial and residential)
- Work with sales team to develop estimates
- Send estimates via email
- Work with others as needed to provide excellent customer service

### **Requirements:**

- Organize work and manage time effectively
- Work with all types of people in a professional and courteous manner
- Knowledge of basic office skills including email correspondence
- Excellent communication skills
- Trustworthy & Reliable
- Highly motivated and target driven
- Willing to learn and expand knowledge of the fence industry

### **Education/Experience:**

- Good math, language and reading skills with attention to detail
- Able to pass background check and drug screen
- High school diploma or GED required
- Construction and fencing industry knowledge/experience is a plus but not required

In addition to a competitive wage, we offer an excellent benefit package for full-time employees including:

- Health Insurance
- 401k with a company match
- Paid Time Off, Company Paid Holidays and Personal Days

Salary: \$15–18/hr. (based on experience and qualifications)