

Inside Sales Representative

Choko Motorsports Inc.

Choko Authentic Apparel is a proudly Canadian owned & operated company and we are looking for an Inside Sales Representative to join our growing team!

Our team is dynamic and creative. Our expertise is in designing, creating, manufacturing and distributing premium lifestyle apparel and we are proud of our enviable reputation for design concepts and the durability of our products.

As an Inside Sales Rep, you will be responsible for a specific territory within Canada representing multiple brands on both inbound and outbound calls. Daily tasks include entering orders, answering inquiries and follow up, as well as generating sales by making outbound calls to our existing customer base.

This role is located in Uxbridge, Ontario and will involve both in-office responsibilities as well as road trips twice per year, based on our season product launches and COVID protocols. If you are someone who enjoys and thrives in sales and is geared to achieve, we want to meet you!

Responsibilities include:

- Handling customer service inquiries and problem solving by providing solutions to customers
- Identifying and understanding customer needs in order to recommend appropriate products and upsells
- Order entry and processing into sales software, following up on orders and requests
- Keeping detailed notes of inbound and outbound calls for future follow up
- Providing details to other departments with regards to sales and marketing initiatives and new product ideas
- Having a strong knowledge of product lines inside and out to answer questions from customer base

Skills you bring to the role:

- Excellent Microsoft Office skills, especially Excel
- Strong sales skills
- Excel working as part of a team and individually
- Exceptional communication skills, both oral and written
- Confident email and phone etiquette with strong command of the English language
- Strong organizational skills
- Effective time management and multi-tasking abilities