



Inside Sales Representative

Prosite Pest Control is looking to hire a **full-time Inside Sales Representative** to sell additional services to existing and former customers by phone. They will also provide administrative support to service centers by answering phones, scheduling services, and managing payment data. This position requires exceptional customer service and is also required to meet daily call volume standards. This position earns an hourly rate plus commissions.

Our administrative representatives enjoy benefits including:

- **Paid time off,**
- **7 paid Holidays,**
- **IRA,**
- **Medical, Dental and Vision insurance,**

THE PROSITE FAMILY

We have been a locally owned and operated business since our start in 2011. Over the years, we have grown rapidly, and we now have the privilege of servicing multiple counties & are in the process of opening a branch in Spokane. To ensure the quality and satisfaction of our customers, we instill family values in the company culture to create a welcoming work environment and a successful company. We attribute our success to **passionate, highly trained team members** who are committed to protecting everyone's quality of life. We are science driven and service obsessed.

As Prosite grows and continues to exceed industry expectations, we are always looking for new talent to bring on board. We know our team has a lot of options and we are humbled that they choose to work with us. That's why we offer **competitive compensation, a robust benefits package, and family-oriented company culture.**

A DAY IN THE LIFE AS AN INSIDE SALES REPRESENTATIVE

Whether you are speaking with an existing or a potential customer, you are charged with introducing and educating them on services that best benefit their needs and enrolling them in those services. You will also partner with Outside Sales by generating leads and appointments through your telephone conversations. A successful Inside Sales Representative works on many of the lead-generating programs that are created by the corporate Inside Sales Department. You will be coached and supported by regional training managers. Furthermore, your data entry skills

enable you to document your interactions and call activity with each customer in our customer relations management system. In addition to making outbound calls, you will support the administrative team by answering inbound calls for scheduling, billing, or problem resolution.

Minimum Qualifications:

- Previous customer service experience preferred
- Excellent telephone skills
- Basic computer skills
- Able to pass internal technical exams
- Able to work a 40-hour (minimum)work week
- Ability to pass and maintain any state regulatory agency required licensing/certification exams
- High school diploma or equivalent
- Able to pass a pre-employment background check upon offer of employment
- Compliance with Drug-free Workplace Policy

ARE YOU READY TO JOIN OUR TEAM?

If you feel that you would be right for this position, please come in and fill out an application. We are located at 100 E University Way Ellensburg WA 98926 office # 509-925-5900 We look forward to meeting you!

We are an Equal Opportunity Employer

(The job description is not an exhaustive statement of all the duties, responsibilities, or qualifications of the job, nor is it intended to limit opportunities for necessary modifications).