



E.B. Horsman & Son
The Electrical Distributor of Choice!

Helping Communities Thrive Since 1900

E.B. Horsman & Son Job Opening

September 27, 2017

Company: E.B. Horsman & Son (EBH) is an independently owned and operated electrical wholesaler in BC and Alberta. With 22 strategically placed locations we look confidently towards the future, recognizing that in this fast paced world we must constantly renew ourselves and our capabilities to meet the ever changing needs of the electrical, industrial automation and communications markets.

E.B. Horsman & Son take pride in attracting and retaining the best people in the electrical wholesale industry. To do so we focus strongly on employee development, commit to high ethical standards, and promote an organizational culture of teamwork and an inclusive, respectful work environment. We offer a competitive compensation package as well as extended health, dental and retirement contribution benefits.

Job Description:

We are currently seeking to fill a **Customer Service – Counter/Inside Sales** position for our **Parksville Branch**.

The Customer Service – Counter/Inside Sales representative acts as the primary point of contact for incoming branch customers. S/he is responsible for providing excellent customer service by interpreting customer needs, troubleshooting issues, ensuring order accuracy and recommending products and solutions.

On a day-to-day basis, you will be expected to:

- Provide excellent customer Service
- Drive sales for the branch
- Perform and collaborate in a team environment
- Product Promotions & Display
- Stock and warehouse keeping
- Assembling orders and shipping/receiving
- Stock monitoring, including managing returns
- Quality Control

The successful candidate will possess the following qualifications:

- High school completion
- 2+ years of customer service experience
- 1+ years of electrical industry experience is a strong asset
- English language proficiency
- C
- computer skills with proficiency in MS Office & the ability to learn new software programs
- Basic mathematical skills
- Wide range of expertise in the products and services provided by E.B. Horsman & Son, would be an asset
- Ability to lift 50 lbs., stand/move for 6+ hours per day
- Ability to use upper body full range of motion for wire cutting and hauling

How to Apply: If you believe your skill set matches the above description and are an enthusiastic, innovative, passionate and energetic individual we would like to hear from you! EBH provides a challenging work environment with growth opportunities. If you would like to work for the “Electrical Distributor of Choice” please visit our Ebhorsman.com/Careers page and submit your resume and cover letter for consideration.



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