

OFFICE PRODUCTS SALES AND CUSTOMER SERVICE REPRESENTATIVE (Full Time)

Wilson's Business Solutions is a family-owned and operated office solutions provider in Northwestern Ontario and Northern Manitoba. For 80 years we have been providing complete Sales and Support for print document systems, **stationery & office products**, office furniture, and computer products across the North - with physical locations in seven communities.

We are currently looking for an energetic and organized individual to join our existing Customer Service & Office Products Sales team in **Dryden!** This position is responsible for processing customer quotes and orders in our Order Desk, engaging in product research and creative problem solving with a focus on sustainable solutions for our customers, and completing sales calls to customers in the Sioux Lookout, Thompson, and the North by phone and in-person with a company-provided vehicle. This position requires multiple-night trips away several times a year (although this regular travel may not apply for the duration of the Covid-19 pandemic).

Our company values strong long-term relationships with our customers and in this position you will have the opportunity to support and grow relationships with existing Wilson's account-holders and build new ones.

We are looking for a candidate with the following qualities:

- Strong organizational, communication, and listening skills
- comfortable communicating by email & making customer calls on the phone and in-person
- Creative and relationship-focused problem solving skills
- Enjoys learning about new technology and products
- Committed, dependable, cheerful, and honest
- Can work both with a team and on their own
- Can lift 50lbs and has a valid driver's license

Terms of Employment: Permanent, Full time employment. Training will be provided. Monday to Friday. We offer a competitive salary and benefits. Actual salary will be dependent on the qualifications and work experience of the successful candidate.

Applicants interested in this position should email a cover letter, resume, and references by Friday May 7th 2021 to:

inquiry@wilson.ca

We thank all candidates for applying, however, only those selected for an interview will be contacted.

Office Supplies | Furniture | Copier and Computer Sales/Service

*Dryden | Kenora | Fort Frances | Sioux Lookout
Red Lake | Thompson | Flin Flon | Thunder Bay*