

Outside Sales Representative/Project Manager

We are currently looking to add a remodel sales representative that will be responsible for the beginning to end process of working with customers and insurance companies to complete exterior remodeling projects.

Exteriors by Highmark is a residential and commercial exterior company that specializes in both new construction and remodels for roofing, siding, windows and gutters.

Job Responsibilities:

- Accurately estimate projects
- Develop your own leads by various means
- Follow up on provided leads and communicate with sales manager on the status
- Provide quality customer interaction
- Present estimates to customers and create contracts
- Communicate and follow through with insurance companies when dealing with claims
- Attend regular sales meetings

Qualifications:

- Door to door sales experience or willingness to learn
- Experience in the construction industry preferred
- Understanding of roofing and siding a plus
- Good customer service skills
- Intermediate level proficiency in computers- including Microsoft Excel, Outlook etc
- Must possess strong organizational skills and attention to detail
- Good written and verbal communication skills
- Willing to work evenings and weekends to accommodate customers
- Must be able/willing to climb on ladders and walk on a roof

Compensation:

Independent contractor paid on commission