

EXTERIORS

BY HIGHMARK

Exteriors by Highmark is looking to add an **Outside Sales Representative/Project Manager** to our team. The Outside Sales Representative/Project Manager is 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.

Pay: Starting at \$40K + Commission

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

What Highmark Companies offers to you:

- Competitive Base Salary
- Company Vehicle + Fuel Card
- Health Insurance- Company pays 100% of employee premium
- Health Savings Account
- Dental
- Vision
- 401K + Company Matching
- Paid Holidays
- Responsible Paid Time Off Policy (flexibility to take time off to balance life outside of work)
- Profit Sharing
- Paid Employee Referral Program
- Great culture and team dynamic

Highmark Companies has been named as one of the Top 200 Workplaces in Minnesota by the Star Tribune in 2022 & 2023! Top Workplaces recognizes the most progressive companies in Minnesota based on employee opinions measuring engagement, organizational health, and satisfaction. The analysis included responses from over 79,000 employees at Minnesota public, private and nonprofit organizations. We couldn't have gotten this amazing honor without our employees. **Come see what it's like to be a part of a Top Workplace!**



Qualifications:

- Door to door sales experience or willingness to learn
- Experience in the construction industry preferred
- Understanding of roofing and siding a plus

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- 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
- Experience with Xactimate a plus
- Valid driver's license and good driving record and ability to pass an MVR screening.
- Must pass a background check.
- Valid DOT Medical Card or the ability to obtain DOT Medical Card.