

A leading distributor and processor of metals in North American is seeking an Inside Sales Trainee for our St. Louis based operation.

**Responsibilities include the following**

Daily interaction with large customer base on contractual and transactional business

Responding to customers quotations, needs, inquiries, and complaints

Administrative processing of customer orders (i.e. quotations and order entry)

Understanding the goals and concepts of our business and incorporating business goals to achieve sales and profitability

**Position Requirements**

Bachelors' degree

Aggressive, competitive, and self-motivated attitude

Proficiency in MS applications (Word, Excel, Outlook)

Strong interpersonal and communication skills

We offer you a great career with competitive wages and advancement opportunities along with impressive and comprehensive benefits package with most benefits beginning upon first day of hire.

*\* Please forward all qualified responses once per week on Mondays to me Richard Peterson*