

Inside Sales Support, DOT/Civil Infrastructure

Guaranteed Supply Company has an opening for Inside Sales Support for our DOT/Civil Infrastructure division. This position is responsible for processing orders generated by outside salesmen and ensuring timely and accurate deliveries. Additional duties include inventory control,

maintaining DOT certification database, and other administrative duties. If you are motivated and interested in becoming a part of a growing business, we would like to talk to you.

JOB REQUIREMENTS:

- Strong oral and written communication skills
- Strong organizational requirements
- Ability to prioritize and multitask
- Ability to work well under pressure

BENEFITS:

- Dental and Medical Insurance
- 401(k) plan and Profit Sharing
- Paid vacation and holidays

EOE**Email Resumes to: davidc@gscnc.com**