



Quotations Representative

FRM Lighting & Controls

We are looking for a quotations representative who can offer reliable support to our sales team. In this role you will be responsible for providing quotations for customers, offering alternative product solutions, and coordinating pricing with our manufacturer partners. You will work closely with our Inside and Outside Sales team members. An ideal candidate would have a positive attitude and a willingness to continue learning and gaining responsibilities. There is great potential in this position! Quotations Representative Job Responsibilities include but are not limited to:

- Answering incoming calls
- Furnishing material quotations for our customers
- Providing product solutions within the agency line offering
- Create Value for Customers and Manufacturers
- Create personal relationships with our contractor, distributor, and manufacturer partners
- Working knowledge of all computer systems
- Support Outside Sales, Specification and Quotations Team

REQUIRED KNOWLEDGE:

- Outlook
- Microsoft Excel

LOCATION:

Miami, FL - On-Site

FRM - Charlotte
1133 Pressley Rd.
Charlotte, NC 28217
704.527.5110

FRM - Norcross
1458 Beaver Ruin Rd.
Norcross, GA 30093
770.923.3520

FRM - Tampa
3214 Queen Palm Dr.
Tampa, FL 33619
813.623.2681