

Inside Sales / Customer Support Representative

This inside position will be responsible for assisting assigned Account Managers in day to day sales and customer activities. With a primary focus on customer satisfaction, you will be comfortable in dealing with customers to meet their needs.

Specific duties will include, but not be limited to:

- Handle inbound sales requests/calls.
- Provide quotes as required.
- Managing customer information.
- Managing/quoting new and renewal support contracts
- Perform bid or RFP response pricing as requested by Account Executive.
- Develop specifically assigned accounts.
- Works with Account Managers to keep account activities and information up to date.

KEY QUALIFICATIONS:

- Post-Secondary Education, preferably in a Business discipline (and/or equivalent work experience)
- Proven time management and organizational skills
- Strong problem-solving ability, particularly relevant in managing customer accounts.
- Exceptional communication skills (written/verbal).
- Good understanding of network technology (switches, routers, firewalls, etc.)
- Customer service experience preferred.
- A strong interest in sales and building relationships with corporate customers, utilizing your outstanding interpersonal skills.

Please respond to careers@bdwalk.biz by September 30, 2011 with a current resume and expected compensation level.