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Workday Payroll Tester Los Angeles

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Location: dubai

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ENTRY LEVEL INSIDE SALES REPRESENTATIVE - PETROLEUM SERVICE

INDUSTRYWe are the East Coast's leading service provider of comprehensive petroleum, sales, maintenance, inspection, testing and construction management services to major oil suppliers, independent retailers, contractors and other private & public sector. We service over 170,000 gas stations from Maine to Georgia serving customers such as Costco, Sunoco, BJs, Sams Club, Cumberland Farms and many more. Come kick start your career!

WildcoPES is seeking an energetic, detail-oriented, and organized Inside Sales Representative at our East Rutherford, NJ location.

Essential Functions: This person will be working in-house at NJ office and is responsible for supporting new business and existing. This role requires the person to accurately input orders, quotes, and ensure that day to day customer needs are met.

Responsibilities: Promptly respond to customer inquiries delivering product and pricing information. Maintain a working knowledge of all relevant customer issues, pricing and billing procedures, and collections status. Assists outside sales professionals by processing requested customer orders. Work to understand customer's business and determine customer's requirements and expectations to recommend specific products and solutions and make value-added recommendations to increase sales. Check availability on material in stock and when not in stock, locate and give customer an ETA on when material will arrive on location. Responsible for entire order process, including order creation to the delivery of the correct products. Maintains accurate and organized records. Ensure freight charges are billed on tickets to customers when material is shipped on third party. Collect packing list and received PO's from. Check email frequently for orders or

incoming quotes Ensure quotes and orders are done in a timely manner, meeting deadlines from sales team and customers Carefully review Vendor Purchase Orders to ensure accuracy Collaborates with Outside Sales and Driver/Warehouse Personnel to ensure customer satisfaction Contributes to team effort by accomplishing related results as needed Remain knowledgeable of company's products, market and industry trends, competitors, and leading customer strategies Other Duties as assigned Requirements Qualifications: 1-3 years of inside sale, inventory or catalogue order intake experience Experience in petroleum industry is a plus Microsoft Office plus previous experience with an ERP system a plus Excellent communication skills (oral and written) Self-motivated Ability to multi-task in a fast-paced Benefits Why Wildco PES? Our team is motivated, dedicated and thrives on fostering long-lasting relationships with our We are industry leaders in delivering impeccable customer service and offer a unique work environment that nurtures growth and a sense of We attract top talent by offering competitive benefits that include: Health Insurance: medical, dental, vision *starts the day of hire 16 PTO Days + 8 Paid Holidays; Complementary life insurance 401K plus company match + Roth IRA Retirement Plans Wildco PES is a Drug Free Workplace and an Equal Opportunity Employer Qualifications: 1-3 years of inside sale, inventory or catalogue order intake experience Experience in petroleum industry is a plus Microsoft Office plus previous experience with an ERP system a plus Excellent communication skills (oral and written) Self-motivated Ability to multi-task in a fast-paced

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