



**Title:** Inbound Sales Representative (a.k.a. "Fit Specialist")  
**Department:** Sales  
**Job Opening Date:** May 2018  
**Contact:** [opportunity@indowwindows.com](mailto:opportunity@indowwindows.com)

### **About Us**

Indow® is an award-winning Portland start-up selling a new type of window insert using patented technology. Our product was developed to better insulate homes to help with energy savings and reduce carbon emissions. The window inserts also have significant noise dampening properties that help customers experience peace and quiet even in noisy neighborhoods. We are experiencing healthy growth and sell across the US, Canada, & The Bahamas. We will also likely be expanding to other countries down the road.

Our company culture is quite green, and we offer extra paid time off for anyone taking alternative means of transportation (bike, bus, etc) to work. We have an active Ministry of Fun, which puts together company breakfasts, holiday events, and more. Impassioned ping pong matches are not uncommon. Among our core values is innovation and constant improvement, and all employees are encouraged to contribute ideas for how we can make things better. Everyone has an equal voice.

### **Our Ideal Candidate**

We would like someone who is a self-starter, detail oriented, and has an aptitude for learning new software programs. They should thrive both on making the sale and identifying what makes the sale. They would ideally also share our passion for the environmentally-friendly living and curbing climate change, and also be committed to the long-term growth and success of the company.

### **Job Snapshot**

Position involves working with consumers via phone and email across the United States to help bring comfort and quiet to their homes. This position does *not* involve cold-calling homeowners, as all prospects have expressed interest in the product and reached out to Indow themselves. This is a high lead volume, multi-touch sales position that requires diligence and efficient data logging in our systems in order to keep up with open opportunities.

### **Responsibilities Include**

- Educating customers on Indow products, value and pricing through phone and email
- Meeting (and/or surpassing) sales and activity goals
- Facilitating order processing for closed sales
- Responding to incoming product inquiries
- Utilizing Salesforce.com to track all leads, and learning to use our custom software to handle product measurements and orders
- Helping staff local fair events as needed during the summer (a few weekend days required a couple times a year)

### **Qualifications**

- Strong written and verbal communication skills
- Excellent computer and ability to learn our proprietary estimating software and customized CRM systems
- Experience with Salesforce preferred but not required
- Comfortable video conferencing with prospective customers
- Basic sales skills or previous telephone sales experience
- Skilled in active listening & asking strategic questions
- Bachelor's degree preferred but not required

### **Compensation**

Hourly + great commission & benefits package

### **Application Guidelines**

Please send cover letter and résumé to [russ@indowwindows.com](mailto:russ@indowwindows.com)

Indow® is committed to a diverse workplace and welcomes applicants of all races, religions, genders, sexual orientations, national origins, ages, marital status, disabilities, and veteran's status.