

## **Take a Look! Certified Wood Products, Inc. is Growing Their Sales Staff!**

Certified Wood Products, Inc.<sup>TM</sup> is growing their Outside Sales Staff. If you are looking for new sales challenges, please take a look at a summary of the role description! We are based in Maple Lake, MN. Send resume and cover letter to [diane@certifiedwood.net](mailto:diane@certifiedwood.net).

Responsible for sales, marketing and business development including new client acquisition, client growth and retention, referrals, requests for proposals, presentations and competitive intelligence research for Division 06 forest products and services. Reports to the President and Chief of Sales.

- Facilitate customer negotiations and contracts, sales quotations and pricing.
- Perform complex material take offs from architectural and structural drawings and provide quotations. Calculate weight and deck space for freight quotations.
- Accurately and expediently respond to technical questions from clients.
- Become an expert on the FSC® Principles and Criteria. Be knowledgeable of current green building programs.

### **Qualifications, Experience and Competencies**

- College degree in forest products/construction management/sales & marketing/related field or equivalent and outstanding experience in the sales and promotion of forest products. Experience working in the trades is a plus.
- Successful outside sales experience consulting on and selling forest products. Experience working with commercial contractors and vendors. Deep knowledge of the species, properties, characteristics and uses of forest products. Strong business acumen.
- Proven ability to read blue prints and prepare material estimates.
- Exceptional project management skills. Extensive problem identification and problem-solving skills.
- Proven ability to build strong collaborative relationships with customers and vendors in all levels of an organization.
- Proficient with Microsoft products: Outlook, Excel, Word and PowerPoint.
- Knowledge of FSC®-certified forest products and green building programs.
- Able to travel to current and potential customers' offices and job sites on a continual and ongoing basis. Able to work varied hours as necessary with flexible scheduling.
- Excellent communication skills: oral, written and presentation. Highest degree of ethics and integrity.
- Self-motivated, self-management and self-development. Team player.
- Superior attention to detail, accuracy and follow-up and follow-through.

### **About Certified Wood Products, Inc.<sup>TM</sup>**

Certified Wood Products, Inc.<sup>TM</sup> supplies a full line of rough and finish carpentry – Division 06 building materials – to the commercial contractor and building industry. We are a premier supplier of FSC®-certified forest products. We've been around for a long time (16+ years), but are always changing and innovating to meet customer and industry demands. Forest products are renewable, non-toxic, biodegradable and sequester carbon - how perfect is that!

### **Your Career at Certified Wood Products, Inc.<sup>TM</sup>**

Great sales are the result of passionate purpose, conviction, confidence, pride and strong ethics. We look for team members who are accomplished, exceptional, determined, enthusiastic and honest. We hire team members who are passionate about doing their best work. We have a stellar reputation in the forest products industry! We have a work culture that is ethical, team-focused, serious, committed, caring and fun! [www.certifiedwood.net](http://www.certifiedwood.net)

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, protected veteran status, or disability status. Certified Wood Products, Inc.<sup>TM</sup> is a drug-free workplace. Applicants must be able to work in the USA without sponsorship.