

### Job Description - Sales Representative

Robert Ace Builders, a multiple award-winning builder celebrating over 20 years in business and serving the Pocono Mountain and Greater Lehigh Valley Regions - is seeking experienced sales representatives to successfully manage all aspects of selling new home construction and addition/remodeling opportunities.

# What do you need to do to be successful?

- Be able to take new leads through a sales process successfully.
- Be able to close deals with customers.
- Pay great attention to details, especially with regards to upgrades and change orders.
- Be goal and results driven.
- Work with minimal supervision.
- Show excellent public speaking, presentation, writing, and communication skills.
- Display excellent time management.
- Maintain client relationships through continual, transparent communication from beginning to end
  of the project. Keeping the customer informed on the progress of the project.
- Sell additional change orders to clients, when necessary, throughout the project.
- Ability to prepare a Scope-of-Work and understand/review a Residential Estimate based upon up-todate material, equipment, and labor costs (experience a plus; willing to train).
- Read and understand blueprints to discuss them with clients and construction managers and laborers (experience a plus; willing to train).
- The ability to make good decisions quickly and troubleshoot issues to provide alternative solutions.
- Generate new business opportunities through existing clients, networking, and tradeshows.
- Minimum of 5 years of sales experience. Sales experience in new home construction and/or real estate a plus.
- Valid PA state realtor license a plus or be willing to obtain license within 6 months mentoring provided.

## A successful applicant should have.

- Knowledge of effective sales techniques, familiarity with industry and understanding of company products and services.
- Excellent customer service skills.
- Must be flexible and adaptable in a fast-paced, fast-growing company.
- Strong time-management skills.
- Proven record as a sales associate in a prior sales position that would demonstrate a strong working knowledge of the product being sold.

### **Come Join Our Growing Team**

- We have a strong set of core values that make us unique in the home construction industry.
- Communication is our key to internal and external success.
- We strive to create the best finished product in the market.
- We are located in Tannersville, PA with quick access to all of Monroe County and Lehigh Valley.
- Winner of several builders' association awards year after year.



#### We offer:

- o Company provided marketing.
- o Company provided leads.
- Limited brokerage and/or realtor fees.
- o Desk space and office access.
- o Access to health care benefits.
- Access to 401K/Profit sharing benefits.

If you are a self-starter, persuasive, optimistic individual, looking for a career with unlimited earning potential, and which helps make people's dreams come true, then you are a candidate for this position.

Job Type: Full-time

Pay: Generous commission-based salary

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