

Norcan Fluid Power, established in 1974, has emerged as Western Canada's premier supplier of hydraulic components and expertise with eight locations from Winnipeg to Langley.

Our focus on quality and service is the corner stone of our business. Norcan's product lines are second-to-none, which means we sell and service some of the best brands in the industry including, **Bosch Rexroth, Gates, ASA Hydraulik, and MP Filtri Canada.**

We are currently adding to our team in Leduc. If you are a team player who thrives in a busy "get it done" environment then we want to speak to you.

The Inside Sales position is focused on handling a broad range of parts and equipment inquiries as well as administrative, and support services in the Leduc Branch.

Primary Responsibilities

- Customer Service focus in a team environment
- Familiar with hydraulics product knowledge and willingness to learn for all product lines
- Respond to internal and external inquiries via phone, e-mail and fax
- In-depth knowledge of hydraulics, ability to source parts and recommend solutions
- Flexible to interact and crossover to Shipping and Receiving duties
- General administrative functions as required within the group

Qualifications and Experience

- At least 3 years of experience in a similar Customer Service/Inside Sales role, ideally in a hydraulics sales focused organization.

Knowledge, Skills & Abilities

- Organized with an ability to balance multiple projects in a fast-paced environment
- Detail-oriented, with an ability to work both quickly and accurately
- Excellent communication skills
- Ability to work independently as well as in a team environment
- Must be very computer literate with knowledge of all standard Microsoft Office programs.

Working Conditions

Great technical team in an industrial service office and shipping and receiving environment.

*Diversity and Equal Opportunity Employment

*Norcan is an equal opportunity employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment opportunities.

Contact

Please submit your resume and cover letter to hr@norcanfluidpower.com

While we thank all applicants for their interest in Norcan Fluid Power, we will only contact short listed candidates.