

Lumber & Building Material Salesman Job Position

Wages – In line with competitive job market, starting at \$25.00 per hour.

Job Type – Full Time

Shift Schedule – Day time – Monday to Friday

Location – Rainy River District – Fort Frances, On.

Benefits – Extended Health Care - 3 weeks vacation

Full Job Description -

Position: Lumber and Building Material Salesman.

Report To: Purchasing Agent

Location: Rainy River District, Fort Frances, ON

Date: June 10, 2025

Position Summary

Under the supervision of the Purchasing agent, the Lumber and Building Material Salesman is responsible for the completion of all sales within an appropriate time frame; answering phone calls and completing all phone requests in an accurate and correct manner. All phone and in person sales are to be done in a pleasant and respectful manner, in order to develop customer relations and expand sales activity both in material volume and profitability. The Lumber and Building Material Salesman is also responsible for following up with customer orders and maintaining internal and external communications to ensure a high level of customer satisfaction.

Description of Responsibilities

Assist Customers with lumber and building material purchases.

Offer advice and knowledge of products.

Handle transactions.

Manage and check inventory

Loading and unloading of material

Notify Purchasing Agent of any product that needs to be ordered

Qualifications

The Lumber Salesman requires a blend of the following:

Strong communications skills

Lumber and building material knowledge

Customer service skills

Understand the needs of contractors and homeowners

Handle sales transactions

Handle inventory

Maintain a clean safe work environment

Must have an insurable valid G drivers license - Truckers license is an asset but not required.

High school diploma, and/or Post Education Certificate.

Be well organized and able to prioritize to meet deadlines

Ability to work with a team.

Possess a high level of attention to detail

COME JOIN US at ED KAUN & SONS LTD.

- 1) A family company with strong roots in Fort Frances.
- 2) Work with a strong supportive team.
- 3) Competitive wage scale.
- 4) Help grow a respected name in the building industry.

POSITION:

Front desk clerk to join our team. First point of contact by customers for placing orders or inquiries. Work on computer to enter orders, track inventory, and support day to day sales.

JOB REQUIREMENTS

- 1) Greet customers with a professional friendly attitude.
- 2) Take orders accurately.
- 3) Work on computer to enter orders, track inventory and support day to day sales.