



## **Jr. Sales and Planning Associate**

A dynamic company experiencing rapid growth in Canada, the USA, and Mexico is looking for a Junior Sales Associate to join its team in Kingsville, Ontario. The Red Sun Farms team is recognized for their corporate culture & success through Canada's Most Admired, Canada's Best Managed, and Profit 500. Our people are the true success of the company & we believe that every individual on the team plays a key role in the company's future. If you want to join the passion and love for growing a healthier world through greenhouse vegetables, then Red Sun Farms is the right team for you!

The Junior Sales Associate performs a variety of activities that support the sales and planning objectives of the company. The position will report to the Master Planning Manager and may transition to a Sales role after a successful orientation and training period.

### **Responsibilities and Tasks:**

- Service existing accounts by advising of product availability, pricing, quality, delivery, and other key factors
- Understanding and managing accounts, estimating demands, securing and finalizing orders.
- Analyzing trends, anticipating change and communicating ads properly
- Investigating and resolving customer complaints or concerns
- Maintaining sales activity records and prepare sales reports
- Responding to sales inquiries and concerns by phone, electronically or in person
- Ensure customer service satisfaction and good client relationships by following up on sales activity
- Taking full responsibility for all aspects of order fulfillment; logistics, planning, packaging, quality, etc.

### **Skills, Education and Experience:**

- Bachelor's degree or college diploma in a business-related field
- Experience in the business or sales field
- Self-Starter, diligent, ambitious and confident
- Exceptional communication skills, both in oral and written medium
- Persuasive, courteous, perceptive to customers' needs and possesses strong customer service focus
- Positive, high energy & enthusiastic with an eagerness to learn, grow and change
- Detail oriented, methodical with excellent follow-up skills
- Ability to make difficult decisions with company's best interest in mind
- Ability to work under pressure and in a high paced environment
- Ability to work in a team-selling environment
- Proficiency in MS office applications

Please submit your resume and cover letter to [humanresources@redsunfarms.com](mailto:humanresources@redsunfarms.com)

