



Turn to the Experts[™]



Inside Sales Specialist– (full time)

Responsibilities include but not limited to:

- Sales of all HVAC Products, Equipment & Supplies (Carrier, Payne, Reznor, etc.) to non-assigned accounts, which already do business with R.J. Murray Co.
- Cold calling and developing new accounts.
- Assisting Outside Territory Managers when needed
- Special projects as they develop.
- Accounts vary from HVAC contractors, Residential, Commercial, Service, Property Management firms, Hotels, Industrial, Schools, Assisted Living, etc.

Qualifications:

- Confidence in oneself to jump right in and sell
- Genuine person that can build relationships
- Never give up attitude, that understands the importance of cold calling and follow up
- Experience in the HVAC industry is a plus, but not necessary, as long as willing to learn.
- Candidate should be career oriented, and will have the opportunity to advance to full Territory Manager.

Candidates must be a self-starter, proficient with computers, work well under pressure, have good organizational skills, the ability to manage varied tasks simultaneously and work well with associates. Candidate should be able to put out high quality work in a fast paced environment and be career oriented. Qualified candidate will be eligible for advancement.

Carrier Corporation is the world's recognized leader in the HVAC industry and the **R.J. Murray Company, Inc.** is the oldest wholesale distributor of Carrier products, in business since 1933. We represent over 100 manufacturers of HVAC equipment, parts and supplies. Our customer base includes: Dealers, Mechanical Contractors, Industrials, Property Managers, Military, Local, State and Federal Government as well as exporting. Our newly opened main distribution facility is centrally located in Latham, N.Y. near the Albany Airport. Branch office location is Williston, VT. We offer an excellent work environment, professional staff, and are leaders in our industry.

R. J. Murray Co. is an equal opportunity employer and offers the following fringe benefits:

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| *Health insurance | *Paid sick and personal time off |
| *Competitive salary | *Long and short term disability insurance |
| *Paid holidays | *Employee discounts available |
| *401k plan with employer contributions | *Flexible Spending Plan |
| *Life insurance | *AT&T, Hannaford Discounts |
| *Paid vacation | *Sunmark Credit Union member |
| | *Working Advantage Discount Program member |

R.J. Murray Co., Inc., 7 Northway Lane, Latham, NY 12110, Phone 518-690-4455, Fax 690-4990 www.rjmurray.com

Please send your MS Word formatted resume and **salary requirements** to: personnel@rjmurray.com