



## **HVAC Residential Sales Representative**

39 Everett Dr., Princeton Junction, NJ 08550

**Princeton Air Conditioning, Inc.** has been family owned and operated since 1971. As one of the Capital region's premier comfort providers, Princeton Air has built a responsive organization that focuses on attending to the needs of the region's more discerning clientele for all of their home or businesses' Heating, Cooling, Hot Water & Plumbing, Backup Power, Insulation & Air Sealing needs and more. With employees on call 24/7/365, Princeton Air's team of experienced representatives and certified technicians provide only the most efficient and timely services available, and make every effort to ensure that improving comfort is an easy and convenient process.

As a Residential Sales Representative, your main objective is to sell HVAC equipment and accessories. In addition, you will be responsible for various initiatives that support the company's strategic growth plans.

### **Responsibilities:**

- There is no cold calling; appointments are set for you by our skilled CSRs
- You must be willing to work flexible hours
- We are seeking a well-organized self-starter with excellent written and verbal communications skills
- The sales representative position will consist of analyzing customer needs for HVAC equipment, create a sales proposal, finalize the sale and follow up with each customer to ensure complete satisfaction
- Provide customers with solutions for their HVAC and other home comfort needs
- Conduct post-sale follow-up to ensure all sales agreements have been fulfilled to customer satisfaction
- Overcome technical and business objections of prospective customers
- Emphasize salable features, quotes, prices and credit terms and prepare sales orders for jobs sold
- Build and maintain customer relationships

### **Requirements:**

- Effective time management and analytical skills
- Excellent written and verbal communication skills
- Strong PowerPoint, Outlook, Excel, and Word skills
- Sets appropriate deadlines and priorities
- Highly organized with exceptional follow-through abilities
- Outgoing personality that blends well with a fast-paced, goal-driven environment
- Highly motivated, flexible and great attitude on life
- Pre Employment Drug, Background, and Motor Vehicle Check



**We are proud to offer outstanding benefits that include:**

- Medical, Dental & Vision Insurance
- Paid Vacation /Sick Days
- Paid Holidays
- 401(k)
- Profit sharing
- Outstanding Company Culture
- Ongoing Training Opportunities

**Princeton Air's Core Values:**

- Thirst For Knowledge
- Whatever It Takes
- Embraces Change
- Relentlessly Positive
- Eager To Serve
- No Jerks

Weekend and evening interviews are welcome!

**Employment Type:** Full-Time

**Contact:** Scott Needham at (609) 799-3434 x. 6502 or [scott.needham@princetonair.com](mailto:scott.needham@princetonair.com)

**Apply Online:** [www.princetonair.com/careers](http://www.princetonair.com/careers)

