

Inside Sales Support for a Darling Promo, Austin, Texas

PPAI 532374

Job Posting

Temporary to Permanent

Full time -40 hours/week- Work at home

Darling Promo is experiencing fast-paced growth and looking for our next super star. We are a promotional products company servicing hundreds of corporations, associations, charities, schools and individuals with their branding needs. Products we sell include logo items, screen-printed and embroidery apparel, signage and awards.

We are looking for a self-directed individual to support two of our key sales people. After a brief training period with the owner, the employee will work from home and must be disciplined with time management. This individual **MUST** have prior experience in the promotional products industry and be familiar with proposal writing through Sage or ESP and how to place and process a promotional products order. This is a fast-paced environment and requires attention to detail, efficiency, as well as the ability to take on additional tasks from time to time that are not part of your core job duties. We are a staff of 7 and everyone is expected to chip in to do what it takes to succeed.

After a 3-month trial contract, a successful candidate will be offered a permanent position. You will be eligible for vacation time after 6 months of employment with additional time rewarded after 1 year. Our company offers 8+ other paid holidays. Preference is the individual will live in Austin or within 3 hours driving distance to Austin.

Main Job Qualifications:

- 1-2 years Prior experience in promotional products sales or support
- Experience with proposal writing in SAGE or ESP
- Basic knowledge of various art files using AI or Corel
- Good communication skills and phone etiquette
- Responsiveness to requests and ability to handle a fast-paced work environment
- Self-disciplined and able to work at home without distractions
- Working cell phone
- High speed internet at home
- Quickbooks knowledge is a plus

Compensation will be \$17.00+ per hour based on experience of the candidate.

