

Retail Sales and Design Coordinator Milwaukee, WI



Learn more at www.ofr-inc.com. Email your resume to hr@ofr-inc.com.

Office Furniture Resources (OFR), the Midwest's largest office furniture liquidator, is growing our sales team. Our sales team superstars are the single point of contact with the customer, providing office furniture solutions and excellent service. If you have passion for problem solving, making connections, and building relationships, then this is the sales job for you! We provide extensive product training; start in our showroom then grow into an outside sales role. Learn about the unique (**and sustainable**) commercial furniture decommission business, help small and midsize businesses in every type of industry, and become an integral part of a dynamic team. OFR is a certified Woman Owned Business.

Responsibilities:

- ✓ Greet, engage, and sell to walk-in customers.
- ✓ Consult with existing and prospective customers, planning their office space and identifying furniture needs. Specify product for the best solution and win the sale.
- ✓ Provide excellent service on the phone, in person and via web sales (LiveChat).
- ✓ Manage the purchase to delivery process.
- ✓ Opening/Closing and Merchandising responsibilities.
- ✓ Learn inventory, office furniture terminology, and become the expert (we train!)

Qualifications:

- ✓ One year of retail sales experience required
- ✓ Interior Design or similar experience preferred
- ✓ Excellent listening & customer engagement skills
- ✓ Maintain an orderly appearance throughout the sales floor
- ✓ Proven ability to upsell, close, and grow sales
- ✓ Professional phone, communication, and presentation skills
- ✓ Maintain a positive attitude and focus on customer satisfaction in a fast-paced environment
- ✓ Experience with MS Office, CRM, and basic computer functions

Benefits:

Base compensation plus commission. Opportunity for advancement. Health, Dental, Vision insurance.
401K

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