



"THE RITE CHOICE"

HomeRite Window and Doors is committed to be the industry leader for Northeast Florida and beyond in the Windows and Doors industry. As such, we are looking to add team members who reflect our core values and help us further our goals to grow the company.

Position: Product Specialist for New Construction/Replacement

The Product Specialist for HomeRite serves on the Sales Team and is the connection between the client, the product and the company. This position is to be filled by an individual who possesses a strong ability to communicate, be flexible, learn and work hard. Previous experience is not required. HomeRite Offers a 3-4-month training program to learn the system and products used to ensure success of the individual and the company.

Job Description

Expectations:

- Be a person of integrity, accountability and professionalism
- Pursue excellence in communication and consistency of daily task
- Work daily on your personal self, professional self, and physical self, 20 minutes minimum on each
- Show a consistent work ethic and willingness to learn and be flexible
- Be self-driven in the areas of product knowledge proper installation methods and building codes
- Develop and regularly sharpen ability to represent HomeRite to clients (homeowners, contractors, builders)
- Have a positive attitude and a willingness to be a team player
- Be committed to success within HomeRite system of processes and procedures
- Be on time to appointments and the office



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Requirements:

- Do a complete presentation. Intro, warm-up, market survey, dynamic HomeRite story, window demo, measure, price when there and close the deal.
- Respectfully and honestly manage client expectations (i.e. be on time, return phone calls, do not over promise)
- Accurately record sizes, scope of project and necessary materials for proper installation
- Process paperwork within the HomeRite system in a timely manner (i.e. turn in, confirm, sign off)
- Read building plans and elevations, deriving accurate window and door takeoffs, and bidding jobs to builders/contractors accordingly
- Follow-up with clients before, during and after installation to ensure their satisfaction including site visits during install
- Collect final payment when necessary
- Immediately inform Managers of any issues that limit completion of job
- Promptly tun over any relative issues to Service Department
- Ask for referrals from friends, neighbors and coworkers of clients
- Become a consultant, not a salesperson or order taker
- Prospect and purse business relationships with builders, contractors, and remodelers

General:

- Dress appropriately always while representing HomeRite
- Maintain a respectful and clean appearance
- Be at the office when not on appointments to assist with phone calls and walk in customers
- Maintain clean workspace including personal desk
- Help keep office, bathroom and warehouse clean and presentable to clients
- Attend seasonal Home/Patio Shoe to further individual and company goals