

BRAUER SUPPLY COMPANY

Brauer Supply Company is an HVAC Distribution House founded in 1881. Now in our 5th generation of family guidance we are currently headquartered in midtown St. Louis, Missouri offering high quality products and exceptional customer service. We proudly serve the Midwest with 13 facility locations in three states to ensure our customers get what they need, when they need it.

EEOC Statement

Brauer Supply Company considers applicants for all positions without regard to race, color, sex, religion, national origin, age, marital status, veteran status, the presence of a non job-related medical condition/handicap or any other legally protected status.

POSITION: HVAC Counter Service & Sales Professional

LOCATION: St. Louis HQ - 1218 South Vandeventer; St. Louis, MO 63110

JOB DESCRIPTION

Brauer Supply Company is looking for a qualified full time Counter Service & Sales Professional to operate in a fast paced, high energy detail focused environment at our St. Louis, MO HQ location. Brauer Supply Company provides a friendly and team focused work environment.

GENERAL JOB DUTIES

(TO INCLUDE BUT ARE NOT LIMITED TO)

- Assisting customers in identifying their individual needs
- Entering work orders and facilitating deliveries & will call order pickups on-site
- Providing customers up to date product information, literature and specification data
- Maintaining overall showroom and counter area cleanliness
- Enhancing the on-site sales experience
- Participating in ongoing training & educational programs
- Other duties as assigned

JOB REQUIREMENTS

- Minimum 2 (two) years customer service experience - HVAC industry preferred
- Fork lift operation
- Material handling experience
- Ability to routinely lift 50 pounds
- Ability to work on your feet
- Desire to work as part of a team

- Knowledge of general computer usage and POS operation
- Detail oriented
- Basic math skills
- Strong verbal and written communication skills

BENEFITS

- Employer supplemented Health, Dental and Vision Insurance
- Employer provided life insurance, long term disability & accidental death & dismemberment
- Paid vacation, Holidays, sick time and personal days
- Employee discount on most available products
- Flexible spending account
- 401(k)

**Please send resumes to Jason.Truesdell@brauersupply.com
and Matt.Burton@brauersupply.com**