



Office/Inside Sales Representative Job Details

Yankton Seed House is looking for a friendly, organized person to join our growing business. Yankton Seed House is a local, family-owned business where area customers can access products to maximize their profitability.

Candidate should be:

- Detail oriented.
- Focused on the task at hand, yet able to switch from one task to another and back again with ease.
- A good listener and communicator.
- Flexible demeanor.

Job Type: Full Time Monday-Friday and some Saturdays during busy seasons

Salary: \$35,000-\$55,000 based on experience

Benefits: Monthly Health Insurance Stipend \$150-\$250

Perks: Company cell phone and iPad are provided for business use.

Sales Representative Expectations:

Education

- High School diploma (Required)
- Associate or Bachelor's Degree (Preferred)

Skills

- Strong communication throughout ordering process (i.e., taking orders, creating invoices, documenting orders, sales, and billing, taking inventory)
- Proficiency in using Microsoft Excel and QuickBooks (training provided)
- Proficiency in operation of forklift and seed tender in warehouse (training provided)

Requirements

- Current CDL Class A combo License (If not, you would need to get licensed)
- Physical medical exam (ability to lift 50 lbs.)
- Attending training in safe operation of forklift, seed tender, etc.
- Be willing to commute or relocate to Yankton, SD

If interested, please send your resume to:

nick@yanktonseedhouse.com or

Nick Weydert, Yankton Seed House

3006 Tony Drive

Yankton, SD 57078