



E.B. Horsman & Son

The Electrical Distributor of Choice!

About the Team

E.B. Horsman & Son (EBH) has been in business since 1900. We are strong, nimble, and growing! EBH is proud to be a successful Western Canadian electrical distributor with 20+ locations throughout BC, Alberta, and Saskatchewan, and we are consistently recognized as one of Canada's Best Managed companies. We take pride in living by our core values and carrying our mission statement of "Providing the Best People, Best Solutions, and the Best Service in the Electrical Industry."

Why Join the EBH Team?

The People & Culture. You will be a part of a collaborative team with people you can be proud to work with.

The Perks.

- Full benefits package
- Competitive compensation plan
- Profit-sharing
- Employee share ownership program (ESOP)
- RRSP matching after 1 year of employment
- Birthday day off

Continuous Development. You will have access to our EBH University for personal & professional development. Training & Development has been an essential part of our culture. Increasing our knowledge not only builds confidence but empowers growth through learning.

Position Type/Schedule

This role will be onsite based out of the branch. This is a full-time position, Monday-Friday, 40 hours per week onsite at the branch.

Work Location: 815 66th St #134, Saskatoon, SK S7P 0E6



Platinum member

Thank you for supporting a Western Canadian Independently Owned business established in 1900.

info@ebhorsman.com | 888.HORSMAN | ebhorsman.com





E.B. Horsman & Son

The Electrical Distributor of Choice!

About the role:

We are currently seeking to fill the position of a newly created role of **Quotations Specialist** in Saskatoon. The responsibilities include identifying, pursuing, quoting, and closing projects that align with EBH financial goals and product portfolio. You will build and maintain positive relationships with E.B. Horsman's customers, manufacturing partners, suppliers and agencies. Reporting to the Branch Manager, this role will work in conjunction with the Account Managers and branch teams to provide valuable input on quotations, pricing and project coordination. The successful candidate will have a proven track record of quoting and growing project sales within the electrical industry. This role will also provide branch coverage across the departments such as warehouse, counter or inside sales.

What are the Key Accountabilities?

- **Customer Service Oriented.** Maintain and build positive customer relations through product quotations while providing excellent customer service and product advice.
- **Strong Multi-tasker.** This role will require you to juggle several client requests and be able to meet competing timelines and priorities.
- **Collaborative Communicator.** Communication is essential for this role, both verbally and written, including facilitation skills of group presentations in person or virtual. Communicate with customers to determine appropriate solutions for pricing and product mix.
- **Generating Quotations.** Use sound judgment when quoting new and existing projects out for tender. Create quotes using a variety of methods such as web page quotes, worksheets, supplier systems, and internal order & inventory systems.
- **Highly Organized.** Being organized is key due to the high volume of customer requests that will require you to adjust and work through interruptions.



Platinum member

Thank you for supporting a Western Canadian Independently Owned business established in 1900.

info@ebhorsman.com | 888.HORSMAN | ebhorsman.com



NEWS



E.B. Horsman & Son

The Electrical Distributor of Choice!

- **Tech Savvy.** Proficient in MS Office, MS 365, and comfortable with digital and technological tools.

What You'll Bring To This Role?

- Approachable demeanor and a positive "customer first" attitude
- High School Diploma
- Training or education in sales is a strong asset Organizational skills and the ability to follow and understand procedures
- 5+ years of sales and customer service experience
- 5+ years of experience in an electrical industry quotation/projects specialized role
- Ability to learn new software IQS / Compass / Smartsheet / P21 / MITS
- Facilitation skills, with the ability to conduct virtual meetings or presentations
- Conduct basic math calculations
- Strong verbal and written communication skills, including project management is an asset
- Creative problem solver who thrives when presented with a challenge
- Proven ability to form strategic partnerships, build relationships and respect cultural diversity; ability to be inclusive, collaborative, and respectful
- Reliable transportation is required

Our Core Values: Celebrating the Past, Empowering the Future

Teamwork & Collaboration | Integrity | Commitment | Reliability | Initiative | Continuous Improvement



Platinum member

Thank you for supporting a Western Canadian Independently Owned business established in 1900.

info@ebhorsman.com | 888.HORSMAN | ebhorsman.com





E.B. Horsman & Son

The Electrical Distributor of Choice!

Take Your Next Step With EBH

If you believe your skillset matches the above description and are an enthusiastic, innovative, passionate and energetic individual we would like to hear from you. Please visit our website to apply for this posting www.ebhorsman.com/careers or click "Apply" on this posting.

Our Commitment to Inclusion & Diversity

E.B Horsman & Son is a proud equal opportunities employer and we are committed to creating a respectful, inclusive and barrier-free workplace that allows all of our people to reach their full potential. A diverse workforce is a key to our success and we believe in bringing your whole self to work. We welcome all qualified candidates to apply and hope you will choose E.B. Horsman & Son as your employer of choice.

We thank all interested applicants. However, we are only able to work with those who live in Canada and have permanent working status. Please note that only those chosen for an interview will be contacted.



Platinum member

Thank you for supporting a Western Canadian Independently Owned business established in 1900.

info@ebhorsman.com | [888.HORSMAN](tel:888.HORSMAN) | ebhorsman.com

