



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 Perks.

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

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

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.

About the role:

We are currently seeking to fill the position of **Senior Quotations Specialist** for Lower Mainland. 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



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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.

Position Type/Schedule

This role is based out of the branch. This is a full-time position, Monday-Friday, 40 hours per week with the ability for hybrid remote work or as required for client visits.

Surrey Branch: 13055 80th Ave, Surrey B.C.

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 through several client requests and being 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 judgement when quoting new and existing projects out for tender. Create quotes using a variety of methods such as web page quotes, worksheets, supplier systems, 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.



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- **Tech Savvy.** Proficient in MS Office, MS 365, and comfortable with digital and technological tools, ie. Cloud based, virtual platforms, ie. Teams, Zoom, CRM

What You'll Bring To This Role?

- Approachable demeanor and a positive "customer first" attitude
- Self-managed and highly motivated to drive sales growth, with flexible demeanor, yet disciplined approach for process compliance
- Passion for excellence and continuous learning
- 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
- High school diploma; training or education in sales is a strong asset
- 10+ years of sales and customer service experience
- 7+ years of experience in an electrical industry quotation/projects specialized role
- Demonstrated proficiency with project management (quoting and closing)

Our Core Values: Celebrating the Past, Empowering the Future

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

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.



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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.



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