



**We are seeking a team-oriented individual to join our inside sales support team.**



**Inside Sales Support Representative**

## **POSITION DESCRIPTION**

This individual will be based in our headquarters office located at 1401 Abingdon Road, Abingdon, MD., Monday through Friday during normal business hours. Minimal day or overnight travel will be required for training and other special events. Will be responsible for:

- Respond to incoming customer sales and system design inquiries
- Support the outside sales representative team for our represented security manufacturers
- Support customers by preparing quotations, providing project design, and other similar activities required to achieve team goals
- Assist with business expansion by identifying opportunities and working with field team members to support these efforts
- Provide same day response to customers.
- Be a team player with the entire Chesapeake & Midlantic Marketing sales and administrative team
- Provide sales, customer information, and trends to various personnel on the team
- Generate and complete reports on a timely basis

Questions about position responsibilities can be directed to [Support@MidChes.com](mailto:Support@MidChes.com).

## **IDEAL CANDIDATE**

- Interest in electronic security
- Interest in network infrastructure
- Familiarity with Outlook, Word, Excel, and other common Windows-based computer programs
- Ability to work in a supportive role as part of a sales team
- "Can Do" attitude

## **COMPENSATION**

The compensation package for this position includes health care coverage participation, 401(k), and negotiable salary based on experience, education, and other criteria.

## **APPLICATION**

1. email your resume and any additional supporting documentation to Tammy Brosh-Hall, at [Tammy@MidChes.com](mailto:Tammy@MidChes.com)
2. email a completed [Application for Employment \(click here\)](#) to Tammy Brosh-Hall, at [Tammy@MidChes.com](mailto:Tammy@MidChes.com)

## **ABOUT MidChes**

Chesapeake & Midlantic Marketing is the leading manufacturers' representative company in the electronic security industry with over 200 years of collective industry experience. The manufacturers that we represent include Bosch Security Systems and several other top companies who produce devices and software for the security systems industry. For more details about the MidChes team, the products we represent, and more, please visit [www.MidChes.com](http://www.MidChes.com).

Chesapeake & Midlantic Marketing provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. Chesapeake & Midlantic Marketing complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training. Chesapeake & Midlantic Marketing expressly prohibits any form of unlawful employee harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of Chesapeake & Midlantic Marketing's employees to perform their expected job duties is absolutely not tolerated.

