



Job Posting

Company Hiring: Tri-West Sales

Head office: Surrey, BC

Website: www.tri-westsales.ca

Job Title: Junior Sales and Service Field Rep for BC Lower-Mainland

Reports to: Dina Harding

Employment: Part-Time to start, will become Full-Time for qualifying candidates.

Regular working hours: This is not a typical 9-5 job as there is flexibility. Some events require after-hours participation, very rarely on weekends, but could occur. Must have their own vehicle to get around the city. Should have computer and mobile phone to use for this position. This position would start out as 2-3 days a week/20-30 hours for the first 90 days, with a possibility of more hours being added in as needed based on the store/dealers we service demands. In 2027, this could become a full-time position for the right candidate.

Vacation: 2 weeks paid vacation after 1 year of service. After 5 years, you would receive 3 weeks of paid vacation. If you are working part-time (24 hours a week), you would receive 24 hours of pay for a 1 week vacation, if you are paid as full.

Compensation: \$20 - \$25 per hour, depending on qualifications and experience. After 90 days, initial wage will increase and after 6 months the candidate would be eligible for bonus commission with no cap as to how much they can earn. The more you sell the more you earn. We also offer other incentives and bonus opportunities throughout the year which will be laid out in an official job offer proposal.

Benefits: No benefits package at this time

Job Description:

- Provide sales and service to our dealer and distributor partners around the BC lower mainland.
- Some store merchandising will be required for new store set ups and section renovations.
- Be self-motivated and plan your work and work your plan. You are responsible for looking after your customers on a regular basis, which is determined by the customer's needs. They will vary.
- Organize yourself and your time a MUST.
- Make sure your dealer partners are listing our products on their e-commerce sites.
- Selling in store on the shelf programs and maintain but build the program to have more space and presence on shelf.
- Reporting on the highlights of your territory/accounts monthly.
- Keep your customers/contacts information organized and up to date.
- May need to attend trade shows and events in or out of BC.
- Manage your customer list and schedule Teams, phone, and in-person meetings.

Job Requirements:

- General understanding of commonly used Microsoft programs such as Excel, Word, PowerPoint, Outlook, Canva, Adobe editor and any other programs that can be utilized to create marketing materials.
- Having used a CRM program is helpful, but not necessary.
- Outgoing personality and does well in social environments.
- Sales experience preferably in hardware and industrial markets, any selling or retail experience is a must.
- Be able to juggle many tasks within any given day and be able to prioritize your time accordingly.
- Must be a good listener and communicator.
- Some college or university classes taken in sales or marketing is a plus, but not necessary.
- Understanding of AI and how to incorporate that into our business.
- Understanding of social media dos and don'ts and how it can help/hurt business.

Interested candidates Please send resume's to info@tri-westsales.ca by August 15, 2026