



SePRO Corporation • 11550 North Meridian Street • Suite 600 • Carmel, Indiana 46032-4562
Phone: (317) 216-8266 Fax: (317) 580-8296

Position: Aquatics Consumer Service Representative

Assignment Term: Variable, Semester, Summer, or Semester + Summer

Pay: \$8.75-\$13.50 /hour commensurate with experience plus commission.

Reports to: Customer Service & Consumer Portfolio Manager

Location: Carmel, IN

SePRO Corporation is a specialty environmental products company focused on Aquatic Plant Management and Horticultural products. We are providing paid internship opportunities for qualified students with a preference for students deployed in Aquatic Biology & Fisheries, Environmental Science, Natural Resource & Environmental Management, Soil & Water Sciences.

The candidate will provide product sales support to customers, who through SePRO's toll-free phone number and web site, seek product solutions to the aquatic plant and algae problems of their ponds and lakeshore property sites. In addition to providing sales support, this position involves assisting the other sales associates and Marketing Manager in sales related marketing efforts and developing/promoting on-line and 800# sales opportunities.

The position is located in Carmel, Indiana.

Responsibilities Include

- Managing customer/consumer inquiries and sales requests received via SePRO's 800 number and web site
- Processing orders and maintaining customer data base records
- Developing and maintaining a broad knowledge of SePRO's Pond Care Products and their use in small and medium sized water bodies.
- Implementing various promotion strategies including literature request response and product fulfillment.

Requirements

- High School degree and one or more years of college education. (Business/Marketing, Aquatic/Biological Disciplines, or allied areas not required but a plus)
- Experience with Aquatic Agricultural Chemicals is not necessary but is a definite plus.
- Excellent verbal (phone sales) and written communication skills
- Ability to multi-task
- Sales oriented

Requisite Skills

- Achievement focused
- Highly self-motivated
- Good problem solver
- Negotiation skills
- Team player
- Organizational skills

Compensation

The prospective employee will receive a competitive hourly wage that is commensurate with experience and can expect to work 40 hours per week. Please submit your resume to timb@sepro.com.

As with all employment application materials, SePRO's receipt of such information does not obligate SePRO to review or otherwise use such information.