



Bonded Materials Company

Founded in 1955, Bonded Materials Company has always stood for excellence. We have consistently supplied the building industry with high quality products and innovative solutions. What started in Hawaii as a concrete admixture supply company has grown into a leading manufacturer and distributor of concrete-related products throughout the Pacific Rim and the continental U.S.

Job Title:	Inside Sales Representative	Date:	Continuous
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Job Description: Provide excellent customer service to customers and assist operations to maximize sales.

Primary Duties:

- o This person will answer phones, take orders over the counter, and occasionally email data to customers.
- o This person will also assist in various other tasks, such as filing, organizing the office, and restocking of shelves and office supplies.

Key Qualifications:

- o Must have strong written AND oral communication with phone servicing experience.
- o Must have excellent cash-handling abilities.
- o Must have a good memory.
- o Construction industry knowledge is required.
- o Must be friendly, self-motivated, reliable and hardworking.

Job Location:	150 Pu'uhale Road Honolulu, HI 96819	Number of Vacancies:	0
Employment Status:	Full-time	Employment Type:	Employee
Hourly Pay Range:	DOE	Manages Others:	No

Skills:

Career Level:	Entry Level	Years of Experience:	2 years (desired)
Residence Location:	Oahu	Education:	High School Diploma

Please Send Application to:

Name:	Branch Manager	Email:	manager@bondedmaterials.net
Address:	150 Puuhale Road	Country:	USA
City:	Honolulu	Zip/Postal Code:	96819
Phone:	808-832-1155	Fax:	808-832-1151