



Customer Service Department – Wellons, Inc.

For over 50 years, Wellons has been a leader in providing biomass-fired energy systems, lumber dry kilns, and related products and services. Firmly established, Wellons provides customers with complete services in design, engineering and manufacturing, as well as installation services and on-site technical services.

We currently have an opening for a **Customer Service/Sales Representative**. This is an hourly position based at Wellons' Vancouver, Washington corporate headquarters.

Essential Job Functions

- Effective direct contact with customers before, during and after sales, as well as with all Wellons personnel involved
- Develop and maintain relationships with existing customers
- Identify and develop relationships with potential new customers
- Provide on-site support for start-up of Wellons installation, as required
- Provide customer support as needed
- Interaction and communication with all Wellons departments

Desired Skills

- Knowledge of the Forest Products Industry
- Familiarity with Biomass energy systems, lumber drying and customer service operations
- Exceptional communication skills
- Good written, verbal communication and math skills
- Proficiency in MS-Office applications (Excel, Word, Outlook)
- Ability to read mechanical and electrical drawings

Specific Requirements

- Possess a valid Driver's License
- Proficient in speaking, reading and writing in English language
- Ability to travel, walk around customer plants, navigate stairs and ladders

Wages and Benefits

- Competitive compensation package, including: medical, dental, and vision insurance, vacation and sick time programs, and profit sharing