



THE NORTHWEST'S LEADER IN EMERGENCY VEHICLES | YAKIMA, WA. | SINCE 1945

Executive Assistant & In-Store Salesperson at SeaWestern Emergency Vehicles

Job Title: Warehouse & In-Store Salesperson (Hybrid Role)
Location: SeaWestern Emergency Vehicles [SWI-Yakima]: 123 S. Front Street, Yakima, WA 98901
Type: New Position, Full time, Monday-Friday 7:30 AM - 3:30 PM
Terms: \$45,000-50,000/ yr DOE base salary + Commission, Company Retirement & M/D/V Insurance plans (comp plan and benefit guidebooks available upon request for interested applicant)

About Us

SeaWestern Emergency Vehicles is a market leading company in the sales, production, and service of Emergency Vehicles. SWEV is a division of SeaWestern Inc based in Kirkland, Washington. SeaWestern Inc. Operates in 13 Western States and is one of the largest suppliers of Fire & Rescue Equipment in the United States. Prior to merging with SeaWestern, the emergency vehicle division had been in independent operation in Yakima, Washington since 1945. At SWEV our mission is to provide the highest level of service available to our customers and take great pride in producing, servicing, and distributing Emergency Vehicles of all types around the Northwest. In addition to the vehicles we build and the vehicle brands we represent as a dealer, we also provide our customers with the opportunity to purchase equipment and gear for their departments from our centrally located warehouse facility in Yakima.

About the Role

The hybrid role (Warehouse and In Store Salesperson) is a new role in our organization and has been created as a result of our recent and unprecedented growth. We have identified a need for a person to be a friendly face that is available to walk-in customers for their questions and to handle transactions at the counter (facilitating the sale through Sales Orders and Customer Deposits). Our customer base for “walk-in” sales is mainly personnel from Eastern Washington based fire departments. The person selected for this role will also play an integral role in behind-the-scenes operations including inventory, shipping & receiving operations, and assisting with the production division. These duties will be overseen by the Director of the Emergency Vehicle Division as well as the Director of Sales and Production.

Responsibilities

- Walk-In Sales and Customer Service
- Inventory Management and Re-Orders
- Daily receiving of shipments
- Assisting with items shipping out to customers
- NetSuite: Internal processes including Sales Order Creation & Fulfillment, item receipts on PO's
- Component Allocation to ongoing or upcoming projects
- Work hand in hand with personnel at our Kirkland Office
- Local Subcontractor component pick ups and drop offs

Candidate Requirements

- Experience in the Fire Service or in Public Safety
- Good attitude, eagerness to learn
- High School Diploma or Equivalent (required)
- Customer Service Experience (required)
- Business Skills or prior business operations experience

