

Our Company

SUPERIORITY OF PRODUCT, SERVICES, PEOPLE, AND "THE PRICELESS INGREDIENT".

For over 8 decades, Hugh M. Cunningham Companies(HMC), a Diversified Construction Products Sales Agency, has represented commercial, industrial and residential manufacturers of Plumbing, AC, Waterworks, Fire, Turf, water well and irrigation products for the South-CentralUSA. HMC Companies are committed to providing exceptional marketing, sales, and distribution with world class customer support to all of our strategic partners.

HMC accomplishes this mission while enabling our associates to attain career growth, recognition and security. HMC representing the leading global manufacturers in our industries.

Job Title: Plumbing Inside Sales Associate

Department: Inside Sales

Location: Dallas, Texas

Job Purpose: To work closely with manufactures, customers, and Account Managers to provide pricing, specifications and availability of the assigned products and to process orders.

Job Duties/Responsibility:

- Process orders accurately and timely.
- Demonstrate the ability to learn the products, policies, procedures, and pricing for each manufacturer assigned.
- Track stock levels.
- Investigate and resolve customer problems
- Develop and maintain relationships with the manufacturers, customers and Account Managers.

Skills/Qualification:

General Knowledge and Understanding of Plumbing Components and Systems, Good Verbal and Written Communication Skills, Organized, Detailed Oriented, Able to Balance Team and Individual Responsibilities, Good Follow-up Skills, Able to Demonstrate Accuracy and Thoroughness.

Education and Experience:

- High School diploma or general education degree (GED)
- 1 year related experience within the plumbing industry