



Over 17 Years of Building Playgrounds  
Plus de 17 ans en construction de terrains de jeux

## Kan-Go-Roo Playgrounds & ATVenture Sales Rep

### General Information for the Employees at Kan-Go-Roo Playgrounds Ltd.

Kan-Go-Roo Playgrounds Ltd. specializes in the design, fabrication and marketing of equipment for the parks and recreation market, such as commercial playground equipment for the Canadian market. Kan-Go-Roo ATV division ATVenture Components Inc. specializes in the design, fabrication and marketing of ATV & UTV aftermarket accessories, such as bumpers, fender guards and other bolt-on accessories. for more information please visit [www.kangoroo.com](http://www.kangoroo.com) or [www.atventure-accessories.com](http://www.atventure-accessories.com)

In a continuous effort to satisfy our clientele, Kan-Go-Roo has developed and put into place a system of quality management based on the norms of ISO 9001: 2008. Kan-Go-Roo communicates the importance of customer satisfaction and the requirements of the norms through internal communications which reinforces its policies on product quality, stresses the importance of meeting its sectorial quality objectives in an effort of continuous efficiency and quality improvement.

Kan-Go-Roo trains and informs all of its members of the importance and responsibility of maintaining the overall success of the quality management system.

Job Title:	Kan-Go-Roo Playgrounds Sales Representative & ATVenture Sales Representative
Supervisor	General Director & Marketing Director

### General Description:

The following sales position will be split between the two departments of Kan-Go-Roo and ATVenture.

**Kan-Go-Roo Sales Representative:** Manage playground projects under the supervision of the marketing director. Contact potential and existing clients to discuss playground project. Help design and create a playground proposal.

**ATVenture Components Inc.:** Process and respond to online sales. Contact potential and existing clients. Help maintain web page and maintain data. Under the supervision of the marketing director.

### Specific Responsibilities

1. Contact potential sales leads
2. Respond to inbound sales leads
3. Create playground proposals
4. Process orders
5. Work on marketing campaigns with marketing director
6. Administrative work
7. Process online sales



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8. Prepare shipping documentation
  9. Maintain project files

**Competencies Required**

1. Post secondary education in sales or administration
2. 2 years experience in sales or office setting
3. Knowledge of Microsoft office
4. Strong communication skills written & verbal
5. Ability to work in groups
6. Understanding of administrative principles
7. Organized and disciplined
8. Oral and written skills
9. Experience in working in a ISO 9001 and Lean environment
10. Available to due overtime
11. **Language:** English and/or French (Written and Verbal)

**Please Note:** The skill sand competencies required are not limited to the list above and are subject to change with the ever changing demands of the global work place.

**Wage:** to be negotiated

**Position:** Full time with benefits

**Contact:**

Skipp Fowler  
Marketing Director  
Telephone: 1-506-789-0845  
eMail: [skipp@kangoroo.com](mailto:skipp@kangoroo.com)