



Job Title: E-commerce Assistant (Full-time)

Job Location: Remote (after initial training at Bloomington Branch)

Salary: \$21.00-\$23.00/hr. depending on experience

Mars Supply is in need of a Full-time E-commerce Assistant to collaborate with our Marketing Department in growing and maintaining our industrial supply website. The primary duty of this position is to ensure that all details of our website products are current, accurate, and easy to order. This position is eligible for full benefits, including medical/dental/voluntary benefits, 401K with Match, and Profit Sharing. No weekend or evening work necessary.

The ideal candidate should possess strong knowledge in the following areas:

- Microsoft Excel and Google Sheets
- Digital marketing
- E-commerce basics

Additional qualifications include:

- Innovative problem-solving skills
- Dependability
- Flexibility
- Adherence to daily, weekly, and quarterly deadlines

Mars Supply values employees who exemplify our Core Values of Excellence, Teamwork, Respect, Resourcefulness, and Trust. We are a family-owned industrial distributor founded in 1924 in Duluth, MN. We have offices in Duluth, Bloomington, and Minneapolis (Walter Hammond), as well as a wholly owned subsidiary in Virginia, MN. For more information about our company, please visit our website at www.marssupply.com.