



Job Description

Position: Rental Supervisor (Hutto)

Reporting: Reports directly to the Rental Sales Manager

Purpose: The Rental Supervisor is responsible for leading and managing the daily operations of the rental department to ensure efficient workflow, exceptional customer service, and profitable performance. This position supervises the rental counter, delivery, and service teams, ensuring that employees meet company standards for productivity, safety, and customer satisfaction.

Duties and Responsibilities:

- Manage the day-to-day operations by directly supervising and coordinating the work of rental counter, delivery, and service personnel
- Taking orders by phone from outside sales personnel or customers and ensures delivery
- Preparing quotes for customers when requested by outside sales rep
- Handle and generate sales with existing accounts
- Assign work orders to mechanics to ensure workload is properly managed. Ensure timely turnaround of customer repairs
- Generate repair quotes, file equipment warranty claims, and perform parts research
- Properly receive and bill for parts to ensure proper inventory management; maintain and update operating system
- Check stock availability and perform scheduled cycle counts
- Work closely with accounting as needed to resolve discrepancies with both accounts receivable and payable transactions
- Files warranty claims with OEMs as needed
- Become familiar with all product lines
- Establish and maintain relationships with manufacturers
- Maintain open orders daily
- Keep Showroom clean and organized
- Recommend additional products needed for the job
- Work closely with other departments to ensure accuracy and predictability
- Phone Cold Calling
- Required to familiarize themselves with equipment that Barnsco services and research and order parts as needed for internal and external customers
- Properly receive and bill for parts to ensure proper inventory management; maintain and update operating system
- Work closely with accounting as needed to resolve discrepancies with both accounts receivable and payable transactions
- Required to keep parts stock at a 6 month turn timeframe. Work with OEM or vendor to ensure supplier returns are completed in a timely manner.
- Complete year-end inventory
- Perform other duties as required by Supervisor

Required Education & Experience:

- 1-3 Years of Experience in Sales or Manager Experience
- Experience in the Construction Industry (Preferred)
- Communicates well with customers both on the phone and in person
- Demonstrated ability to lead a team, manage priorities, and achieve performance goals.
- Strong organizational, communication, and problem-solving skills.
- Proficiency with Microsoft Office Suite (Excel, Outlook) and rental management systems.
- High School Diploma or GED required; college or technical training preferred.
- Bilingual (English/Spanish) preferred.

About Barnsco:

Barnsco Texas, a member of the Kodiak Building Partners family, has been serving the concrete construction markets in Texas since 1984. We are a Texas-based company that offers rebar fabrication, full service post-tension, concrete construction supplies, and engineering services. Additionally, we provide equipment sales, rentals, and maintenance services.

At Barnsco Texas, our core values are at the heart of everything we do. We provide a unique environment that encourages individual growth and recognizes individual performance and hard work. Our management team is visible and accessible, ensuring effective communication. If you are seeking growth opportunities in a stable company, look no further than Barnsco Texas.

Please note that this job description does not imply that the listed duties are the only responsibilities of the employee(s) in this position. Employees will be expected to follow any other job-related instructions and perform any additional job-related duties as assigned by authorized personnel.

Barnsco Texas is an equal opportunity employer. We consider all candidates for employment, regardless of their race, color, sex, age, national origin, creed, disability, marital status, sexual orientation, or political affiliation.