



THE LBS FAMILY



LBS VACANCY BULLETIN

Showroom Assistant

Middleton Kitchen and Bathrooms – Neath

About us

LBS Builders merchants have a network of 10 Middleton Kitchen & Bathroom showrooms across South & West Wales. Each Middleton showroom has up to 30 displays featuring the latest products from **Laura Ashley, Macintosh, Neff, Bosch, AEG, Ideal Standard, RAK, Simpsons & Vado**. In 2016 - 2017, Middleton showrooms were shortlisted for 'Showroom of the year' at the Builders Merchants Awards for Excellence, winning the national award in 2016.

With a group turnover in excess of £50 million, LBS provide a secure and dynamic environment to work within and opportunities to develop your career.

The role

Working alongside the Kitchen and Bathroom Designer, you will provide administrative assistance for within the showroom. You will be responsible for producing quotations and processing sales for customers via face to face and telephone. You will have an understanding of the showroom products and USP's enabling you to provide an excellent customer experience and ensuring that orders are correct and delivered at the agreed times.

The person

You will be a highly organised individual who is committed to providing outstanding customer service at all times. You will be IT literate, with a background in Sales / Administration. Product knowledge is desirable, however full training will be provided to the successful candidate.

Hours of work: Monday to Friday 08:00 a.m. – 5.00 p.m. plus alternate Saturday mornings 08:00am – 12noon.

In return, we offer: Staff Purchase Scheme - Company Pension - Profit Share Scheme – Uniform - Training and Development.

HOW TO APPLY

If you are looking for a challenging role and wish to join a successful team then please complete an online application form from www.lbsbm.co.uk/careers. Or if you have any questions please contact the HR department on jobs@lbsbm.co.uk

COMPANY VALUES



KNOWLEDGE



AMBITION



TEAMWORK



INTEGRITY



PASSION