



THE LBS FAMILY



# LBS VACANCY BULLETIN

## INTERNAL SALES ASSISTANT LLANELLI

### The Role

You will be required to generate and co-ordinate sales through the office via telephone and face to face contact both for civils and builders merchants products. You will also be supporting the Branch Manager in achieving and exceeding sales targets at optimum margins, ensuring we maintain a high standard, creating and maintaining a loyal customer base and providing a first class service.

Some knowledge of building materials is advantageous but not essential as training will be given. Applicants must be computer literate.

### The Person

You must be a highly motivated, enthusiastic individual with excellent communication skills, a natural flair for selling and have a commitment to customer service.

We are looking for someone who:

- Has excellent product knowledge
- A professional with drive, energy and focus, and strong attention to detail
- Is enthusiastic and passionate about delivering an outstanding level of service
- Is well planned and structured in delivery of customer requirements
- Builds rapport, able to interpret and adapt customers' ideas
- Excellent customer service skills, naturally generating relationships with new and existing trade and retail customers, able to deal with customer queries and problems promptly as required

**Hours of work: Monday to Friday 07.30 a.m. – 5.00 p.m. and alternate Saturday mornings 8.00 a.m. – 12 noon**

**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](http://www.lbsbm.co.uk/careers). Or if you have any questions please contact the HR department on [jobs@lbsbm.co.uk](mailto:jobs@lbsbm.co.uk)

## COMPANY VALUES



KNOWLEDGE



AMBITION



TEAMWORK



INTEGRITY



PASSION