



— THE LBS GROUP OF COMPANIES —



LBS VACANCY BULLETIN

INTERNAL SALES ASSISTANT AMMANFORD

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 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
- 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
- Builds rapport, able to interpret and adapt customers' ideas

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

The package

We offer generous pay, numerous benefits, training and career development. This is an exciting opportunity with a competitive salary, staff purchase discounts and pension scheme

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

