



Job Opportunity

Department : Hardware

Status : Full Time Salary + Bonuses

Schedule : Days, Evenings and Weekends.

Requirements :

Motivated and dynamic

Customer Service skills

Capacity to listen

Punctuality

Autonomous

Ability to manage stressful situations

Organized

Bilingual

Word & Excel

Functions:

- Mainly to take the customers orders and enter them in the system.
- Give any information requested by customer, designer or architect.
- Data entry (skus).
- Maintaining merchandise presentation standards throughout the day
- Accurately processing quotations, orders, returns, transactions, as required.

To apply, please send your resume to Lucie Ferrin at: lucief@unionltg.com