JP Corry is the leading Builders Merchants in Northern Ireland. Our name is renowned for providing excellent quality and service in the supply of building materials and timber based products. Within JP Corry we provide excellent career prospects in a challenging and rewarding environment. By hiring the right people for the job, and providing the right tools and training, we offer the opportunities to make your career a successful one.

We are currently recruiting for a:

**Customer Service Assistant - Counter -** Ref: CORR56679

# Based: Derry / Londonderry Branch

# About this role:

# Working on the trade counter, the main purpose of your role will involve proactively maximizing sales and margin, whilst developing and maintaining good customer relations within your branch.

# Duties to include: Duties to include:

* Carry out all cash transactions, refunds and till processes accurately and in accordance with branch procedures
* Ensure sufficient levels of stock are on the shop floor, ordering more as required
* Prove an exceptional level of customer service to all customers. Building relationships both over the phone and face to face
* Ensuring ‘good housekeeping’ throughout the store
* Ensuring your knowledge of products, technology and EHS regulations is up to date
* Any other reasonable duties deemed necessary

# Suitable applicants will ideally be/have:

* A proven experience in a sales based role
* Current knowledge of Health and Safety legislation
* A passion for delivering customer service excellence
* Competent in the use of IT
* Strong communication and interpersonal skills
* Would be advantageous to have knowledge of building materials

If you are interested in this opportunity, and feel you have the relevant skills for the role, please apply today via our downloading our application form from our careers web page and forwarding onto recruitment@jpcorry.co.uk

**JP Corry is an equal opportunities employer**