

JOB OFFER

Tools and Accessories Center Advisor Montreal branch

Under the responsibility of the Department Supervisor, he works in close collaboration with the credit, shipping and receiving department, his colleagues in the tool center, as well as with all staff.

TASKS AND RESPONSIBILITIES

- Respond to calls and emails from our customers wishing to obtain information and/or order materials for their construction projects;
- Provide technical information on our products;
- Analyze customer needs and recommend appropriate products;
- Enter quotes and customer orders into the system and modify them as necessary;
- Follow up on orders;
- Maintain the department's sales floor in perfect condition and replenish the shelves;
- Work in partnership with the sales, credit and purchasing departments;
- Maintain good adequate communication with other departments to ensure high quality customer service;
- Perform any other related tasks as requested by the department supervisor.

REQUIREMENTS AND SKILLS

- 1 to 2 years of significant experience;
- Excellence in customer service;
- General computers knowledge;
- Good management of priorities;
- Fluency French and English;
- Experience in ceramic installation, an asset.



REVÊTEMENTS DE MUR ET DE SOL

OUR WORK ADVANTAGES

- Competitive salary with sales commission program;
- Weekday schedule;
- Sick hours;
- Full group insurance plan paid 100% by the employer;
- Group RRSP with employer contribution;
- Free parking and public transportation nearby;
- Full gym;
- Social committee, employee discounts.

Please email your CV to rh@centura.ca or through the www.centura.ca "career" tab.

In order to facilitate the reading of this document, the use of the masculine form has been retained.