



Warehouse / Trade Counter Assistant

Dublin

Would you like to join a forward-thinking company that invests in people and their development?

DWG Refrigeration Wholesale Limited is a leading wholesaler in the refrigeration and air conditioning industry.

We have a vacancy for a Warehouse / Trade Counter Assistant at our Dublin branch.

As the Warehouse / Trade Counter Assistant, you will be expected to deliver a high level of customer service in operational and sales activities, ensuring customers receive a fast and efficient response to sales enquiries, over the phone and face-to-face at the trade counter, building customer loyalty and enhancing the company's reputation for service

Your main duties will be:

- Be the first point of contact on the trade counter when a customer enters the building
- Provide a friendly and helpful response to customer enquiries to their total satisfaction in order to contribute to improving service levels to be the best in the industry
- Accurate and regular order entry to help achieve minimum time delay between receipt of order and dispatch of goods, therefore maximising sales / stock turnover
- Resolve customer queries / complaints to the satisfaction of all parties
- Identify and investigate potential problems to ensure the smooth flow of order and customer satisfaction
- Goods inwards, picking, packing, loading and off-loading vehicles
- Occasional multi-drop deliveries

To be a successful Warehouse / Trade Counter Assistant you will have the following skills and experience:

- Previous relevant experience would be an advantage
- Ability to operate a forklift truck is desirable, but not essential – training will be given
- Familiarity with computerised despatch systems would be an advantage
- Effective communication skills are essential
- Computer literacy
- Due to the nature of the role, a full driving licence is required

Full training will be provided on all product and service offerings.

Your normal working hours will be based on a 40-hour working week, usually Monday to Friday 8am to 5pm.

The ideal candidate will be a flexible person who enjoys working as part of a small team.

Please apply by email attaching your current CV and salary expectations to:

recruitment@beijerref.co.uk

Tel. +44 1372 389221