

RNC**Employment Service**

905-727-3777

Aurora

222 Wellington Street East, Main Floor

Job Title

Sales Support & Stockroom Help**Job # 1902009**

NOC / NAICS

6421 / 442110

Date

February 8, 2019

Location

York Region
(**Richmond Hill:** Bathurst / Elgin Mills)

Wages

\$15.00-16.00/hour

Experience
(Yrs.)
 0-1 1-3 3-5 5+

Hours/Week

20+ (more in peak season)

Employment
Type
 Perm Temp Seasonal
 FT PT
Schedule
Availability**March start**

Benefits Available

 No Yes:

After Probation Period

Company

For over 60 years this family business has been an innovative Canadian manufacturer and retailer of fine exterior home furnishings. The ideal candidate will have a passion for home décor, quality products, and outdoor living.

Position Summary / Candidate Profile

A retail opportunity working for a home décor company located in Richmond Hill. This role is responsible for supporting sales and an ideal candidate is organized, energetic and thrives in a fast-paced environment.

Job Duties

Currently seeking a part-time Sales support position for the Richmond Hill location. If you are well organized, energetic, and enjoy a fast-paced environment, you are encouraged to apply!

- Provide front line customer service
- Administrative support for sales team, preparing quotes, taking payments & deposits
- Coordination of deliveries
- Attending to customers on showroom floor, email and telephone

Requirements / Candidate Profile

- Superior communication skills
- Excellent computer skills
- Previous customer service and/or administrative experience

How to apply

To apply please submit resume to HRQR@rnccs.ca for pre-screening and consideration.

Include a note indicating why you are a good fit for this position.

Disclaimer

RNC Employment Services reserves the right to submit applicant resumes in their sole judgement directly to employers only following registration. Registration in itself does not determine applicant job posting eligibility. Further RNC is not responsible for employer hiring decisions which may pre-empt registration.