Ad:

The role of the showroom assistant is a really important one for Staffan Tollgard Design Group. You will be one of the first people to greet and assist visitors coming into the showroom to view our furniture and lighting collections. We are a renowned design studio and large showroom in Chelsea, and are looking for a really lively, reliable, motivated, self-starting individual to join us as a Saturday Showroom Assistant. The role involves helping trade and retail customers in person, on the phone and via email. Applicants must be punctual, great communicators with good writing skills, an eye for detail, computer literate and above all, accustomed to providing fantastic customer service.

Job Description:

We are looking for sparkly person with retail experience who is able to provide exceptional customer service – who can understand and interpret a customer’s requirements and provide advice, whether in person, on the telephone and by email. Confident, and organised, you will have an eye for detail and will be comfortable dealing with a wide variety of people, both trade and retail.

You will need to be computer literate, well-presented and well-spoken, with fluent English language skills (written and verbal). Training will be given on the range of brands we have available to enable you to deal with basic enquiries, and on how to take electronic payments.

Details:

Title: Saturday Showroom Assistant

Type: Permanent role

Required: from January 2019

Hours: Saturdays 10.00am to -5.00pm

Location: London SW1

Pay: Hourly rate according to age and experience, paid monthly

Please send you CV with covering letter explaining why you would like to join the team and any special skills or experience you will bring with you to:

Marie Chawla

Studio & Operations Manager at Staffan Tollgard Design Group

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