

**Title:**

Part Time Showroom Assistant

Location:

Hook Showroom, Hampshire / South Reading

Reporting to:

Showroom Manager

The Role:

Our showroom is open 7 days per week so we need a part-time assistant to cover one weekend day and one week day per week, plus ad hoc times as and when.

Key Tasks:

- Meet and greet our showroom visitors and assist them in any enquiries they may have
- Answer any telephone enquiries and record any sales leads
- Assist in maintaining a clean, tidy and well laid out showroom space
- Assist in product display and merchandising

Key Competencies:

- The ability to work independently without supervision
- Strong interpersonal skills both face to face and on the telephone
- IT Literate
- Exceptional personal presentation and rapport building skills
- Administrative attention to detail
- Clean driving license and transport

Beneficial background experience:

- 2+ years experience selling some form of design led product ie kitchens, bathrooms, interior furnishings
- Knowledge of a CAD based design package
- A flair for design
- Kitchen product knowledge beneficial

What we can offer:

- Basic hourly salary + commission package
- Excellent opportunities in an established and growing company
- Exciting niche kitchen and interior products

Hours:

- Showroom 9am until 5pm for 1 weekday and 10am until 4pm on 1 weekend day.
- Ad hoc hours as and when required.



Please provide full cv to:

Edward Blackett on ed@kitstone.co.uk