

Australia Jobs Expertini®

Customer Service Consultant [Coorparoo, Queensland]

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Company: Trend Windows & Doors

Location: Australia

Category: office-and-administrative-support

About our Organisation Breezway is an Australian company that manufactures and markets award-winning Louvre Window products all around the world. About the Opportunity We are currently seeking a motivated and passionate customer service professional for a varied and fast-paced role providing our customers with an excellent customer experience by answering their queries over the phone and by email. Another key element of the role is accurately processing customer orders and quotes, which entails a large amount of data entry work. You will also liaise with internal departments to help answer customer queries achieve individual key performance indicators work effectively as part of a high-performing team About You We are looking for enthusiastic and motivated person who has well-developed communication skills and a commitment to providing great customer service. You will need to be able to prioritise and accurately complete administrative and data entry tasks in a busy environment. You will also have: previous experience helping customers in a retail or other customer service role a genuine passion for delivering exceptional customer service computer literate with ability to quickly gain competency with our CRM confidence to pick up the phone and build rapport ability to multi-task and manage time effectively great attention to detail initiative and problem solving skills About the Benefits We're located in easy reach of public transport in Coorparoo, you will be part of a friendly and supportive team. Full training on our products, services and processes is of course provided to give you the confidence and expertise to excel in the role. Once you've completed your initial training, you will have the ability to work from home two days per week. flexible start/ finish times (eg 7.30am-3.30pm) quarterly reward and recognition program within the team full training and

ongoing coaching will be provided in a supportive team Parking on-site, close to Public Transport and the City Your Next Step... This is a fantastic opportunity to join our team and contribute to the business exceeding. If you have the skills and dedication to meet these responsibilities, we invite you to apply! To apply, please submit your resume highlighting your experience related to this role. We look forward to welcoming skilled and committed Customer Service Consultant to our team. We value diversity in the workplace and promote safety above all else. Pre-employment checks will be required as part of the final selection process and eligible applicants must have legal rights to work in Australia. Agencies will only be engaged with if required. Please do not contact us or send applicants to us unless requested by the Talent Acquisition Team. #LI-DNI

#J-18808-Ljbffr

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