

Sales Counter / Warehouse Assistant – Jennings Plumbing & Heating

The Kellaway Group aims to be an employer of choice, we do this through our culture and safety but also by rewarding our teams for their efforts, commitments and dedication. The Kellaway Group of businesses are ambitious and have a strong and determined approach to growth. To support this growth and to achieve our strategic company goals we have many development opportunities available at all levels of the business.

Salary £22,230.00 plus overtime, bonus and benefits

Pay and Benefits:

- Job security
- Extensive opportunities for career development
- Paid overtime
- Monthly performance bonus
- A generous holiday package
- Contractual sick pay scheme
- Group pension scheme
- Free life insurance scheme
- Cycle to work scheme
- Access to a wellness and perks portal with lots of deals and savings
- Wellness package which includes GP appointments, mental health support and physiotherapy support

Hours:

- Basic 45 hours Monday to Friday 7:30am to 5:00pm
- Saturdays on a rota basis 8.00am – 12.00noon
- Stocktake weekend once a year

Main purpose of job:

- To ensure that the branch delivers excellent customer service and maximising plumbing and heating branch performance by:
 - carrying out general warehouse duties as required
 - good stock management
 - serving customers efficiently and politely
 - increasing turnover and margin through delivering excellent customer service and making proactive customer contact

Main requirements of job:

- Good customer service and communication skills
- Sales and negotiation skills
- Problem solving skills
- Industry and product knowledge

Main tasks of the job:

- Order picking for deliveries
- Loading and unloading vehicles and moving stock
- Putting stock away whilst ensuring stock rotation
- Dealing promptly and efficiently with customer requirement and queries
- Advising customers trade and retail with project solutions
- Providing specialist plumbing and heating advice
- Taking and processing customers' telephoned orders and selling to customers over the sales counter