

PLACEMENT PROFILE



HOST ORGANISATION: WRS- warehouse

ADDRESS: Unit 2A East Tame Business Park, Rexcine Way, Hyde SK14 4GX

Lead Contact: Dean Lawson

EMAIL ADDRESS: dean@antzuk.com

CONTACT NUMBER: 07787 906 576

JOB ROLE: Customer Service Advisor

ROLE DESCRIPTION: Interact with customers via telephone & email to process orders, provide information, maintain equipment, provide information and handle data. Answer customer enquiries or escalate to the correct department. Make outbound calls to book in cabinet deliveries and take inbound calls for all enquiries.

RESPONSIBILITIES: Manage all Free on Loan orders, enquiries and issues. Create strong relationships with the field team- McCurrach & OOH Ice Cream. Manage and handle cabinet verification data ensuring the data is correct and generating reports.

START DATE: 16. 05 2018 **END DATE:** 28 09 2018

NUMBER OF HOURS: 25 Hourly rate – £ 8.75 an hour

WORKING DAYS:	MON	TUE	WED	THU	FRI	SAT	SUN
WORKING HOURS:			8.30-5.15	8.30-5.15	8.30-4.00		

RECRUITMENT DAY:

Monday 14th May 2018 at WRS-warehouse

Arrive 9:45am Start 10am Finish 1pm

Participants don't need to bring anything. Dress Code – Smart Casual

PLACEMENT PROFILE

HOST ORGANISATION: WRS- warehouse

ADDRESS: Unit 2A East Tame Business Park, Rexcine Way, Hyde
SK14 4GX



TRAINING & SUPPORT REQUIREMENTS: System Training, to be delivered on the job