



## **Role: Kitchen Department Assistant / Designer**

Neptune Classics are a leading furniture manufacturer with offices based in Swindon and China.

We require a dedicated assistant in our kitchen department to provide technical customer service support, sales advice, design services, order processing and management of the kitchen planning schedule. Clients will include both tradesmen and the general public. This role will require a high level of organisation and attention to detail, working closely with the Kitchen Business Development Manager to achieve all tasks.

We are looking for an enthusiastic and motivated individual with a passion to deliver superior technical support and designs to our customers. The ideal candidate will be an excellent communicator who can work well on their own, and as part of a team.

The successful applicant will be joining a young dynamic team in the fastest growing sector of our business.

### **Skill Set Required:**

- Experience in Kitchen or DIY Sector
- Excellent computer skills
- Experience of Cad / 20:20. Not essential as training will be provided but would be useful
- Attention to detail
- Excellent communication skills spoken and written
- Highly organised
- Good initiative

To be based in the Swindon office just off Junction 16 of the M4.

Please send you CV with salary expectations to Tania Duncan in the first instance, by email to [Tania.Duncan@neptune.co.uk](mailto:Tania.Duncan@neptune.co.uk)

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