



Vinidex is a leading and highly regarded manufacturer & distributor of quality endorsed & Standards Mark approved specialist Plumbing & Irrigation products. With production, warehousing & distribution facilities throughout Australia we are a company that is continually growing through our people, products & customers.

Customer Service Officer

INNOVATIVE

PROGRESSIVE

OPPORTUNITIES

We require an energetic individual who is outgoing & motivated to join our fast paced & efficient Customer Service department. With an understanding of the Plumbing, Irrigation & Civil piping markets, your main responsibilities will be to effectively manage the consistent flow of our customer enquiries & orders.

In this dynamic role, your main responsibilities are:

- Start to end order management: 'being an order manager not an order taker'.
- First point of contact for all enquiries from our large customer base, including our internal customers.
- Accurate & proficient entering of customer orders.
- Developing & maintaining excellent customer service relationships with both internal & external customers.

The key to success in our business is to have that **'Can do attitude'** & **want to make a difference in your role.**

To do this you will need to demonstrate that:

- You are a team player
- Customer service focussed
- Possess strong communication & organisational skills
- Strong attention to detail
- Demonstrate excellent problem solving skills
- Perceptive individual with a lateral approach
- A sound Geographical awareness
- Australian citizenship

So why not come & join this innovative company where our philosophy is simple, 'You invest in us & we will invest in you'.

Please send your resume with a cover letter to

applications@vinidex.com.au

Applications close Friday 28th May

Vinidex
Systems & Solutions

www.vinidex.com.au



