

THE OPPORTUNITY

Slegg Building Materials is currently seeking a Full-Time Customer Service Sales team member to work Monday, Thursday, Friday and Saturday, 8am-4:30pm. The hourly pay range is \$16.50 to \$20.50. Depending on experience.

THE LOCATION – TOFINO

Located on the West Coast of Vancouver Island, you can enjoy a quiet lifestyle, beach and surf all year round. Our Tofino Team is known for always delivering the best customer service and experience from Tofino to Ucluelet. It is also our smallest branch with a small team of hard workers. This is a branch where “everybody knows your name”

If you believe you have the ability and desire to be part of a team that always strives for excellence and be known in this small community then we have a great opportunity for you.

THE BENEFITS

Slegg offers competitive benefits including Drug and Dental Coverage, practitioners, disability and life insurance. Retirement savings plan with RRSP contribution matching (after 1 year of service), exclusive Employee stock purchase plan. You’ll be able to take advantage of exclusive company discounts on all products sold at Slegg and our partnerships with Telus Mobility, Suburban Motors, Good lift Fitness and Popeye’s allows discounts on a variety of products. All Slegg employee’s and their immediate family members are eligible for an annual Scholarship program which offers onetime payments directly to an accredited school of attendance. Pre Covid, we offer monthly complimentary breakfast or lunch for our staff– We hope to do these again soon!

THE RESPONSIBILITIES

- Greet and assist customers with purchases at the customer service desk
- Follow up and maintenance with sales orders
- Processing customer returns
- Provide suggestions and recommendations on building products and materials
- General housekeeping duties and stocking of merchandise
- Maintain product displays on selling floor
- Maintaining merchandizing standards in designated areas
- Will be required to become subject matter expert
- Assist in keeping product signage/pricing accurate
- Answering phones
- Take pride in your work environment keeping your desk area clean and presentable
- Be a source of knowledge and willing to learn about new building materials. Lumber, Roofing, Siding, Insulation, Drywall, Hardware, Retaining Walls, Pavers, Concrete...etc.
- Respect and obey safety policies and procedures in our yard
- All other duties as directed by the General Manager
- Responsible for communicating stock issues to insure inventory integrity
- Build strong customer relationships through reliable call backs, follow up on deliveries, and awareness of project time line to foresee material needs

THE REQUIREMENTS

- Broad knowledge of building supplies and home improvement products is an asset
- Superior customer service skills
- Knowledge of Excel is an asset
- Sales experience an asset
- Effective written and oral communication skills
- Ability to work independently and as team
- Available to work flexible hours including weekends
- Physical requirements include:
 - Ability to lift and carry up to 30lbs
 - Standing for long periods of time

Please apply online at www.slegg.com/careers or email HR@slegg.com

Thank you for your interest in Slegg Building Materials. Only those chosen for an interview will be contacted.