

## JOB OFFER

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### Sales Advisor (Part time)

### Montréal showroom

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Under the supervision of the showroom manager, he works closely with his colleagues within the showroom department.

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#### TASKS AND RESPONSIBILITIES

- Greet customers who come to the showroom;
- Help design their project according to their needs and budget;
- Create a clear and complete computerized submission;
- Perform the calculations for the reservation of the chosen products and check the inventories of goods;
- Completing purchase orders;
- Follow up on orders with customers;
- Order, receive and label new samples;
- Ensure that the work tables and the sample room are always tidy;
- Participate in sector meetings and product trainings;
- Maintaining the cleanliness of the showroom on a daily basis;
- Undo pallets of ceramics for samples in the showroom;
- Perform all other related tasks.

#### REQUIREMENTS AND SKILLS

- Be available on Thursday evenings (5pm to 8pm) and Saturdays during the day (9am to 4pm);
- Be available to fill in for summer and Christmas vacations;
- Excellence in customer service (minimum 1 year of experience);
- Fluency in French and English (to support and collaborate with English-speaking customers and stakeholders);
- Have a dynamic personality and desire to work in a team;
- Training related to design, architecture or interior design (asset);

- Knowledge of the different types of floor and wall coverings (asset).

Here are the attitudes expected towards an employee

- Is punctual and diligent;
- Is a team player;
- Dress professionally;
- Is enthusiastic and playful in the performance of his duties;
- Is autonomous and proactive in managing his tasks.

## WORKING CONDITIONS

- Competitive overall compensation including sales commissions;
- Free parking, gym and Centura training center on site.

**Please email your CV to [rh@centura.ca](mailto:rh@centura.ca) or through the [www.centura.ca](http://www.centura.ca) career tab.**

In order to facilitate the reading of this document, the use of the masculine form has been retained.