



EMPLOYMENT OPPORTUNITY

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| POSITION:FINISHING CUSTOMER SERVICE (Full Time Position with Benefits) Availability: Monday – Saturday on various shifts as per operational needs. | | POSTING NO: November 5, 2021 |
| DEPARTMENT: | Finishing | |
| REPORTS TO: | Store Manager | |
| WORK LOCATION: | Dick's Lumber – North Vancouver | |

Dick's Lumber in North Vancouver is looking for a team player with a positive attitude and exceptional customer service skills to join our team in Finishing Customer Service.

ACCOUNTABILITIES:

- Builds and prepares stock and special orders while ensuring accuracy and completeness of the orders.
- Loads orders into customer's vehicles.
- Assists customers by offering advice and information on different finishing products.
- Performs multiple transactions at once, requiring an in depth understanding of finishing products.
- Receives and organizes inventory shipments of products.
- Maintains cleanliness and performs housekeeping of the department.
- Performs other job-related duties as required.

QUALIFICATIONS:

- Basic understanding of the building code and construction market.
- Manual dexterity and the ability to lift up to 35kgs.
- Fluent in English (spoken and written) with excellent listening, communication and interpersonal skills.
- Ability to assess customer requirements and make product recommendations.
- Detail oriented with strong organizational skills.
- Ability to multi-task, prioritize and work efficiently with minimal supervision.
- Must have a positive attitude and be a team player.
- Professional, courteous and punctual with a focus on customer service.
- Experience and knowledge in this or a related industry is an asset.

WORKING CONDITIONS:

- Exposure to dust, dirt and extreme changes in temperature and weather when working outside.
- Moderate exposure to personal risk; safety boots are required.
- Busy, high volume environment.

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| POSTED ON: | November 5, 2021 |
| APPLICATION DEADLINE: | |

If you are interested in the position, please submit a copy of your resume and cover letter via email to jobs@dickslumber.com quoting Finishing Customer Service – North Vancouver in the subject line of the email.