

COACH HOUSE

Job Title: New Business Coordinator

Job Type: Full Time, permanent

We are the UK's largest wholesale supplier of furniture and giftware and we currently have an opportunity for a New Business Coordinator.

Job Role:

The successful candidate must have experience of working in a busy B2B customer service environment with the ability to work under pressure and to meet deadlines whilst maintaining exceptional customer service.

This is a pivotal role within Coach House processing all new business applications from start to finish doing thorough investigations to ensure all new customers fit within the Coach House wholesale business model.

You will be responsible for managing your own workload within the team, and therefore must be self-motivated with strong communication and organisational skills, plus be computer literate.

Hours of work 9.00am – 5.00pm Monday to Friday, this is a full time permanent position with an excellent salary.

To apply for this role please send CV and covering letter to HR@coachhouse.com