



POSITION DESCRIPTION

Job Title: Residential Design Consultant

Reporting to: General Manager

Location: Tait Sydney Showroom, 4/9 Danks St, Waterloo, NSW

Hours: Full Time, 38hr week.
Shifts will be dependent on rostering.
This position is required to work on Saturday's

Key Internal Relationships:

General Manager, Manufacturing Manager, Commercial Sales Team, Managing Director, Creative Director, Casual showroom staff

Key External Relationships:

Residential and Trade clients, some suppliers

Purpose of the position:

This position requires a dynamic, engaging and skilled Sales Specialist with a strong background in Design to work in our Sydney Showroom. The role involves showroom sales to both Trade and Retail clients. The focus is on assisting clients with design selections and working closely with clients to interpret their brief and propose products to fulfil their design intent.

The role requires a creative & design aware individual with a growth mindset, who is personable, ambitious, committed and efficient. The role provides Tait clients with excellent customer service, prompt and professional quotations and communication, processing orders and following sales through to delivery. The role requires an experienced design and sales professional with exceptional presentation skills.

Duties and Responsibilities:

- Showroom Sales with trade and residential clients for residential and trade clients in accordance with a performance-based sales target.
- Fielding sales enquiries and working closely with our clients to interpret their brief and propose products to fulfil their design intent
- Preparation of client presentations, including sample selections, layouts and mood boards
- Management of ongoing and regular schedule of presentations to new and existing residential trade clients, with a view of increasing brand exposure and sales

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- Receiving & delivering samples to clients
- Management of projects & logistics from enquiry through to final delivery
- Managing a database of personal clients
- A high level of product and technical knowledge
- In conjunction with Creative Director, assist with creative direction and showroom VM
 - styling and presentation, general showroom maintenance and upkeep
- Periodic travel to local trade & end consumer clients
- Interstate travel and attendance at industry events (may be required)

Programs in use:

- - Microsoft office Suite
- - Odoo CRM platform
- - 2 and 3D CAD and other design software programs

Experience:

- 3 years' experience in managing a database of design clients
- Experience in holding group presentation and client events
- Excellent sales & communication skills, with the confidence and ability to offer excellent client service
- A qualification in Interior Design or Decoration or similar and the ability to create professional client presentations
- Experience in Photoshop, AutoCAD, Illustrator etc;

Personal qualities & behavioural traits:

- Articulate, sales driven person who is hard working and motivated
- High standard of personal presentation
- Customer Service focussed
- The ability to work independently and as part of a team
- Design appreciation and an understanding of solid design and colour principles
- Punctual and flexible

Conditions:

- This is a permanent full-time position
- Regular weekend work is required (either Saturday or Sunday)
- Attendance at industry events/trade shows may be required
- This is a FT role and weekend work is required with corresponding weekdays off.