

Showroom Customer Coordinator

Ferguson Enterprises, Inc. - Spokane, WA

If a career with an organization that rewards performance and provides a stable and supportive environment for its associates nationwide sounds good to you, Ferguson may just be the place for you. Our people are our biggest asset and share a common passion for customer service, which has helped shape us into the industry leader we are today.

Ferguson is currently seeking the right individual to fill an immediate need for a Showroom Customer Coordinator in our Spokane, WA location.

If you are a professional, career-minded individual with an interest in sales and who is committed to great customer service, this is the position for you!

Responsibilities

- Enthusiastically greet all customers entering the showroom.
- Effectively communicate appointment policy.
- Prepare literature packages.
- Manage central appointment book.
- Manage customer job folders.
- Maintain bid follow-up system.
- Address "Thank You" cards for whole house selections.
- Manage sign-in book.
- Answer incoming showroom calls.
- Assist with showroom administrative duties as time permits.
- Maintain literature levels.

Qualifications

- High school degree required
- Experience in sales and customer service

Benefits

As a large, successful company who prides itself on its stability, Ferguson is able to offer a competitive benefits package which includes the following: medical (four plans to choose from), dental, vision, disability, retirement savings with company match, paid leave (holidays, vacation, sick, personal, and floating holidays), recognition programs, community involvement opportunities, and much more!

About Us

Ferguson raises the bar for industry standards as the top-rated wholesale supplier of commercial and residential plumbing supplies. However, our expertise goes beyond plumbing. We are a diverse distributor

that spans multiple businesses including HVAC/R, waterworks and industrial. In the past 63 years, we've grown from a local distributor to a \$13 billion dollar company with more than 1,400 locations and over 22,000 associates nationwide. We pride ourselves on delivering world-class service and our customers know that "Nobody expects more from us than we do" is more than just a tagline to Ferguson associates. It's a cultural belief that is demonstrated every day through exceptional customer service, product selection and industry knowledge.

The Company is an equal opportunity employer as well as a government contractor that shall abide by the requirements of 41 CFR 60-300.5(a), which prohibits discrimination against qualified protected Veterans and the requirements of 41 CFR 60-741.5(A), which prohibits discrimination against qualified individuals on the basis of disability.

Job Type: Full-time