

# Strickland's

Do you enjoy greeting and helping customers?

Are organization and multi-tasking your greatest strengths?

Do you enjoy working and communicating with a team?

Would you like to get rewarded for hard work in a company where you can grow?

IF YES, APPLY FOR THIS JOB OPPORTUNITY:

## Showroom Assistant – Blinds, Shades, Shutters & Custom Closets



A local leader in window coverings and home organization, Strickland's Home is growing. Locally owned for over 75 years, we sell and install blinds, shades, and shutters as well as closet, pantry and garage organization systems.

If you are a detailed and meticulous individual looking for opportunities in an established company that values its employees, encourages teamwork, and rewards hard work, we encourage you to apply.

Note: pre-employment background checks and drug screenings are a standard part of the Strickland's hiring process.

### Job Responsibilities include (but are not limited to):

- Answering the phone and greeting customers in the showroom as our company's ambassador.
- Showing customers the latest window coverings and home organization products.
- Scheduling appointments for consultants.
- Maintaining sample books, displays, and a safe and clean environment by keeping the showroom neat and clean, complying with all procedures, rules and regulations.
- Maintaining the inventory of cleaning and office supplies.
- Assisting with direct mailings and other marketing efforts.

### Requirements include (but are not limited to):

- A friendly, welcoming, positive and energetic disposition and a passion for customer service.
- Self-motivated and able to work well with a diverse team.
- Solid computer and data entry skills.
- Advanced interpersonal, critical thinking, and problem-solving skills.
- Clean driving record and valid NC Driver's License.
- Great customer service, organization verbal and written communication, time management, and teamwork skills; plus, an aptitude for attention to detail.
- Ability and willingness to complete CRM data entry and documentation for required reports.

### Compensation:

- Starting pay range is \$12 to \$15/hour, based on experience and performance.
- This is a full-time position with working hours Mon-Fri from 9 am to 6pm, some Saturdays, and the potential to earn occasional overtime pay.
- Benefits for full-time employees include paid vacation and 401K after 12 months of employment.
- To apply, follow the instructions on [stricklandshome.com/careers](http://stricklandshome.com/careers).