



Murdock Builders Merchants is a family-owned business with 18 locations across Northern Ireland and the Greater Dublin region. With over 400 employees we are recognised as a leading Company in our industry and supply general and specialist building materials, timber, and hardware to the construction trade, the DIY sector and the general public. We value both our customers and our employees and our business is built on offering consistently excellent customer service by well-trained and knowledgeable staff. We have also recently acquired Brooks Timber and Building Supplies in South of Ireland who have 9 branches located throughout Southern Ireland.

Yard Assistant – Lisburn (with associated Trade Counter Duties)

Our branch in Lisburn is now seeking to recruit a Yard Assistant with associated Trade Counter Duties to assist with carrying out Yard and Trade Counter Duties whilst providing excellent customer service. The ethos of our business is to offer consistently excellent customer service and the successful candidate will reflect this through his/her role in the company. This is an ideal opportunity for the right candidate to utilise their experience and knowledge and play a vital role in our continued success.

This role will include:

- Assisting and serving customers in the Yard and Trade Counter on their product selection detailing benefits/technical features of products whilst providing excellent customer service in line with company standards
- Cash handling and operation of our in-house stock system.
- Preparing orders to meet customer needs and deliveries
- Loading and unloading lorries both manually and with a forklift
- Maintaining effective communications with our suppliers regarding the sourcing and delivery of products.
- Assisting the Branch Manager with merchandising as required
- Ensuring Health and Safety policies and procedures are adhered to.

Criteria:

- Previous experience of providing excellent customer service within a Retail/Sales/Trade Counter environment essential
- Proficient in the use of IT and have good computer literacy
- Good knowledge of Building Materials/Products or willingness to learn
- Good communication and organisational skills
- Must have good teamwork skills
- Ability to work on own initiative
- Reliable and punctual
- Forklift experience desirable as full training can be provided

Benefits

- Company Pension Scheme
- Competitive Rate of Pay
- Staff Training
- Staff Discount
- Long Service Leave and Recognition

Closing date: Thursday 20th February 2025

To apply please:

Email CV to: MRice@mbm.ie

Download application form from www.murdockbuildersmerchants.com

Murdock Builders Merchants is an Equal Opportunities Employer and welcomes applications from all sections of
the Community