**Customer Service Advisor– based in Lytham, £16,000 - £19,000 (based upon experience)**

A great opportunity to join a global market leader that distributes super-premium products to over 40 countries worldwide.

**Role Summary**

Working in a small and dedicated team, you will be responsible for providing exceptional levels of customer service and support to VetPlus’ customers and field sales team.

Main Duties (but not limited to):-

* Process orders and respond to order queries
* Daily support to the field sales team
* Reception cover during busy periods
* Update customer records
* Respond to email and telephone queries
* General administration support

PLEASE NOTE – This role is Monday – Friday that involves a shift pattern of either 7am – 4pm or 10am – 7pm. You must be able to work either of these shifts to apply.

**About You**

* Previous customer service or administration experience
* Good IT skills
* Excellent telephone manner
* Good interpersonal experience

**About Us**

VetPlus is the world’s 2nd largest manufacturer of veterinary nutraceuticals. Our Head Office is based in Lytham (Lancashire) but we also have offices in Ireland, Spain, Portugal, Germany, USA, and Singapore.