**Customer Services Manager - £23,000 - £28,000 PA (dependent upon experience) – Based in Lytham**

A great opportunity to join a global company that distributes to over 40 countries worldwide.

**Role Summary**

As the Customer Services Manager you will be responsible for managing the Customer Services Team on a day to day basis, ensuring that all processes and transactions are carried out in an efficient, accurate and professional manner.

Main duties (but not limited to): -

* Ensure all orders are processed correctly in the team with the relevant paperwork.
* Keep customer up to date on orders.
* Manage the Customer Services Team and Receptionist at Head Office daily.
* Provide support to the sales team.
* Work closely with the Operations and Logistics team to resolve any issues with orders.

**About You**

* Experience in a similar role customer service role at supervisor or team management level is essential.
* Working knowledge of Sage 200 is desirable.
* Excellent interpersonal and communications skills.
* High attention to detail.
* Flexible approach to work.
* Ability to lead by example.

**About Us**

The Tangerine Group is a privately held company based in Lytham. Within the group are ten limited companies, each operating as stand-alone entities. We specialise in the manufacture and sales of animal health and nutrition products for farm and companion animals, including veterinary and equine products.

We are currently the 2nd biggest manufacturer of Veterinary Nutraceuticals in the world. In addition, we currently distribute to over 40 countries in the world.