



SALES ASSOCIATE MELBOURNE

About the role

Are you an ambitious, switched-on person with a passion for furniture and design? You may be the motivated individual we are seeking to join our sales team.

The sales associate we're looking for will be adaptable and determined and get a kick out of driving impressive results. An excellent communicator and multitasker, they will know what it takes to achieve high standards while working within the wider projects team and offering support to their account manager.

The role is a full-time position with the opportunity to develop a career within the architecture and design industry. It is best suited to someone who thrives in a fast-paced environment and possesses the innate ability to think creatively and strategically. You will be an integral part of the Melbourne Retail team working alongside Australia's leading architects and interior designers.

Desired skills & experience

- We want our team to enjoy what they do so a passion for, and interest in, high end design, interiors and architecture is essential!
- We approach the day-to-day tasks as a team so we're on the lookout for problem solvers with team spirit.
- You must understand how to manage multiple projects, meet deadlines and drive results with Hub's best interests at heart.
- We're sticklers for detail so an eye for this is imperative, as is an infectious creative streak, passion for your work and willingness to help.
- We believe organisation, communication and innovation are the keys to a successful day at Hub.
- There's always a new and exciting project on the horizon so the ability to plan ahead, adapt and be flexible in your work is imperative.
- You're a gun at meeting deadlines and client demands while managing multiple projects.
- You get a thrill out of creating solutions and seeing the results and have a desire to work within a vibrant, passionate and growing team.
- You have sound knowledge of Microsoft Office.
- Must have the right to live and work in Australia.

Primary responsibilities

- Act as direct and dependent support to your account manager thanks to your amazing communication and organisation skills.
- Attend client meetings where you'll be actively present and have a considered input.
- Follow briefs and prepare engaging and intuitive client presentations.
- Prepare schedules and quotes for projects/tenders.
- Keep on top of the day-to-day tasks such as approving orders for production, tracking orders and maintaining data.
- Keep our international suppliers and local clients in the loop with constant communication.

What we offer

- Competitive remuneration and commission structure.
- Generous staff discount across our unrivalled stable of products.
- Recognition and rewards for outstanding performance.
- A vibrant, fast-paced and fun work environment within a supportive, close-knit team.
- Excellent training and personal and professional development.

About us

Commitment and passion are important to us at Hub – we truly believe it's our team and our common goals that make us tick and keep us one step ahead. Since opening our first showroom in Melbourne in 2003, the driving force behind Hub Furniture Lighting Living has been to inspire and share beautiful design. We love having a voice in the conversation surrounding design in Australia and internationally. Our dynamic team is filled with talented and driven individuals, each one integral to who we are.

Hub is a privately-owned company with showrooms and offices in Melbourne and Sydney and we are proud to represent the best international brands exclusively in the Australian market. We pride ourselves on spirit and our approachable nature, and are always striving to improve our established benchmarks.

If this is you, apply now by sending your CV and a cover letter to Nathan Bachli, Director, nbachli@hubfurniture.com.au describing why you think you would be a perfect candidate.