

## Assistant Manager/Online Sales Person

WorksafeGear is one of Australia's leading Safety Equipment suppliers. We are currently seeking a Manager for our online assistant team.

This roll entails a variety of duties including:

- Online shop website managing & developing
- Managing a group of data entry assistants
- Processing online sales orders
- Liaising with customers
- General office tasks

Ideal applicants age between 20-26, with high level of maturity, other essential skills include:

- High level of Computer literacy
- Problem solving skills
- Self managing & able to manage assistants
- Strong customer focus
- Well organised
- Good communication skills

Experiences in similar rolls will make you stand out from the crowd. However inexperienced applicants are also encouraged, as "on the job" training is provided.

Please send your application to [admin@worksafegear.com](mailto:admin@worksafegear.com)  
Visit our web site before you apply  
[www.worksafegear.com](http://www.worksafegear.com)