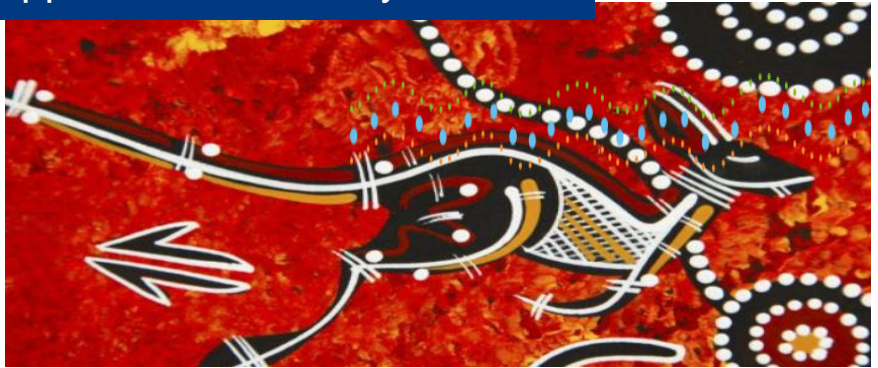


Indigenous Employment Opportunities Mackay

How to Apply:

If you're interested or wish to find out more information about the opportunities, please contact **Charlotte Dean** on **0438 125 602** or send your resume to cdean@ipa.com.au



I am delighted to announce that IPA Diversity has been appointed as the Indigenous Australian recruitment partner for a major national manufacturer of industrial and safety products. With your support, we can make a huge difference to Indigenous Australians, creating long-term meaningful outcomes and positive social change.

CUSTOMER CARE CONSULTANT – Permanent Part time Monday to Friday

Are you passionate about providing excellent customer care in a supportive and engaging environment? As a Customer Care Consultant, you will be required to assist customers via telephone, email and in person by recommending the best product or services to match their needs.

- Experience in a high-volume call centre, data entry or a previous role within a high-volume administration environment preferred – some level of customer service experience
- Applicants with an advanced understanding of ARIBA, SAP, Microsoft or Cloud based CRM programs would lead the pack

SERVICE COORDINATOR - Permanent Full time

The Service Coordinator will manage all elements of scheduling, inbound calls and service sales. Demonstrated planning and scheduling experience is required as well as being a quick thinker and natural problem solver.

- Schedule and deploy technicians to customer sites for conducting audits, on site Repair, Testing and Certification safety products
- Managing customer interactions end to end over the phone, face to face and email and handle sales inquiries
- The ability to work across clients, suppliers and internal customers with strong communication and the ability to build rapport quickly and effectively.
- Previous experience or knowledge of the Lifting, Rigging &/or Safety supply business will be an advantage.

STOREPERSON- Permanent Full time

Permanent full time

The role will involve all aspects of warehousing including receiving goods, picking and packing as well as dispatch. There will also be some customer service work available with this role.

- Previous experience in a Warehouse environment specifically receiving and pick/pack operations
- Knowledge/ experience in Lifting and Rigging will be advantageous
- Great communication skills and collaboration in a team environment
- Forklift licence is essential

OPERATIONS MANAGER – Permanent Full

An opportunity has become available for a motivated, enthusiastic and experienced **Operations Manager with a Forklift Truck licence**. The successful candidate will be responsible for managing and running the warehouse and production area.

- Manage and execute specific warehouse operations to achieve required KPIs in specific areas
- Receive incoming goods, manage any discrepancies and accurately put away stock
- Operate machinery to assist with the daily requirements of receiving, picking, packing and dispatch of goods.
- Weekly execution of a stock cycle count and assist with stock-takes and other inventory initiatives.
- Manage attendance and performance of individuals in your team providing mentoring and training opportunities
- Lead the areas field service team to efficiently provide technical support and quality service to our customer



IPA acknowledges the Australian Aboriginal and Torres Strait Islander peoples as the first people of the nation and the traditional custodians of the lands where we live, learn and work.

