

Part-time Customer Services Executive

Location: Yeo Valley HQ

Salary: Competitive

Closing Date: 24 May 2019

Do you have a passion for writing? Do you love chatting on the phone? Are you a problem solver who gets a sense of achievement helping others?

If the answer is yes to all of the above, we have just the job for you...

So what will I be doing?

You will be joining a close-knit team, working part-time (21 hours per week) as a Customer Services Executive within Yeo Marketing. You will be responsible for responding to e-mails, compliments, complaints and queries.

The ideal candidate for the role will be:

- A real people person, who is a great listener
- A naturally proactive problem-solver
- Able to manage multiple tasks and juggle workloads
- Focused and results driven
- Willing to go that extra mile to keep our consumers happy
- Comfortable with basic PC equipment and applications while also being willing to learn specialist customer service software

The ideal candidate for the role will have:

- Excellent communication skills, both verbal and written
- Strong administrative skills
- Meticulous attention to detail

How do I apply?

To apply please send a copy of your CV and a covering letter to careers@yeovalley.co.uk

Closing date: 24th May 2019

Please bear in mind that our closing dates are used as a guide for when the application window is expected to close. We reserve the right to close the application window sooner than the date displayed if we can. **We therefore recommend that you get your application in straight away – and don't miss the opportunity to join us!**

Why should I join the family?

At Yeo Valley we are independent, British and proud to be making the highest quality yogurts, desserts and ice cream under the Yeo Valley brand. We're sure you don't need convincing, but there's a whole host of benefits that we offer including: 25 days' holiday,

plus bank holidays, pension scheme, healthcare, cycle to work scheme, subsidised products and services and preferable rates with our partners.