

SAVOIR BEDS

Showroom Assistant
Showroom Selling to Interior Designers
Chelsea Harbour, London SW10

£30,000

The Position

As Showroom Assistant you will support the Showroom Manager serving clients, dealing with inbound queries, following up on orders, liaising with our production team, head office and suppliers and well as assisting with client outreach. An interest in or experience of interior design/textiles would be advantageous. You will also maintain our client database, prepare quotations and invoices and will help maintain control of stock and presentation standards in the showroom. You will be expected to help with all aspects of showroom life, from day-to-day showroom maintenance to serving very important clients. It is a small team, so everyone helps.

The position is based at our trade showroom in a prominent position at Design Centre Chelsea Harbour. The majority of clients will be interior designers specifying on behalf of their private clients for residential projects in London and around the world. The showroom is relatively quiet, with typically just a few visitors per day. However, there is often significant follow up required, and orders can be complicated, with many components to consider (dimensions, levels of support, fabrics, headboards, bed linen, legs etc etc.).

The job is permanent and full-time. It is a 5-day week (currently Monday to Friday). We offer 25 days holiday per year, plus public holidays. After three months you would be eligible to join the company pension scheme. The position reports to the showroom manager.

Candidate Qualities

The ideal candidate will be:

- A great communicator, with excellent written and spoken English
- Calm, level-headed and extremely organised and efficient.
- Detail orientated
- Good with clients at the top end of the market.
- Have excellent PC skills, including word, excel and powerpoint. You will be confident that you can soon master preparing a quotation and client correspondence
- Well-presented

Candidate Experience

You may be a recent graduate or have good experience in a relevant retail environment (furniture, homewares or luxury) in sales, administration or buying functions, or work for an interiors / fabric brand.

Company Background

In 1905, The Savoy Hotel set out to create the most comfortable bed for what was without question the world's most luxurious and glamorous hotel. The result is the bed we still make today, The Savoir No.2, and for over 100 years luminaries as diverse as Sir Winston Churchill, Giacomo Puccini and Marilyn Monroe have experienced the cloud-like comfort they provide.

Savoir uses the finest natural materials, from long, curled Latin American horse tail to Mongolian cashmere and British lamb's wool, together with the best craftsmanship to create sublime and long-lasting comfort from our clients. Each bed is made specifically for a client, at either our bedworks in west London or south Wales. One person makes each mattress, and, like an artist, signs the label on each completed job.

With Savoir showrooms around the world, from London to New York, Paris to Shanghai, the brand is global. Each showroom has skilled consultants who help provide not only the perfect support but also design a bed to fit the client's style. Bespoke headboards and an almost unlimited array of upholstery options ensure that each bed is unique.

The business has been privately owned since a buy out from The Savoy in 1997 and has grown from a team of three to around 100, based in the UK and overseas

See www.savoirbeds.com

Savoir Brand

Savoir aims to be the No1 luxury bed brand globally, providing our clients with health and wellness through best night's sleep. We base our brand proposition on:

- Our heritage: The Savoy Hotel ... a rich history dating back to 1905
- Our quality: unparalleled craftsmanship and fabulous natural materials
- Our exclusivity: bespoke items available in beautiful showrooms
- Our designs: working with leading designers to create the most desirable beds

How to Apply

If you feel your skills, experience, and personality make you suited for this position please send your CV and a covering letter to chelseaharbour@savoirbeds.co.uk