



JBS Australia is currently recruiting:
SALES ASSISTANT
LOCATION: BROOKLYN PLANT

About the Role:

JBS has a terrific opportunity to join our dynamic Brooklyn Sales team as a Sales Assistant working across and supporting both domestic and international Sales. This role will be mentored by some of the best sales exec's in the business and is responsible for offering sales support to the Southern Sales Department in the major areas of Order Entry, Production Control and monitoring, Inventory levels, and Key account maintenance. The assistant role also has the potential to participate in a sales development training program with a long term goal of moving into a full sales position.

Key Responsibilities:

- Provide general support to the sales team.
- Generate and maintain sales orders.
- Assist sales team to communicate and deliver required service levels to customers.
- Planning and coordinating order production and shipment scheduling.
- Provide comprehensive reports to the sales team and customers as required.
- Maintain and grow customer relationships in conjunction with sales team.
- Liaise with shipping team on schedules and details for relevant orders.
- Assist with reporting and analysis of sales data and information.
- Support sales team to manage inventory.
- Liaise with PCP on production, labelling and specification maintenance.

Core Requirements:

- Excellent attention to detail.
- Demonstrated computer literacy in excel, word and outlook
- Excellent written and verbal communication
- Outstanding ability for planning and follow up.
- Responds calmly in difficult situations maintaining a strong customer service focus
- Exceptional ability to prioritise and multi-skill
- Able to work in a fast paced environment
- Demonstrated ability to work autonomously and within a team environment.
- Takes other's perspective's into consideration
- Must be energetic, passionate and enthusiastic with a demonstrated focus on system improvement
- Sees an opportunity & takes action.

Interested?

Apply here:

<https://career10.successfactors.com/career?company=ibsaustral>

Applications (including a covering letter and resume) should be forwarded to:

JBS AUSTRALIA – Brooklyn Plant

Email: Robert.Ryan@jbssa.com.au

Applications Close: 28th February 2018

WE ENCOURAGE **DIVERSITY** IN OUR WORKFORCE

JBS AUSTRALIA

At JBS Australia we offer you more than just a job. We offer you a career with a fast-paced, dynamic company aiming to be the best in everything that we do.

JBS AUSTRALIA AT A GLANCE:

- We are Australia's largest meat and food processing company, operating a number of production facilities across Australia and New Zealand.
- We are a diverse business that operates across feedlots, meat processing and value added product facilities, robotics and international meat and animal by-products trading.
- We have a broad range of strong domestic and international meat and food brands including AMH, Beef City Black, Great Southern and Primo.
- We export more than 70% of our product to every corner of the world.
- A strong company culture with clear and simple values is what we live by every day.
- We have a majority shareholding in Andrews Meat Industries as well as Scott Technology Limited in New Zealand.



12 PROCESSING FACILITIES



5 FEEDLOTS



13,000 TEAM MEMBERS



16+ BRAND PORTFOLIO

JBS GLOBAL

We are the world's largest animal protein company and the second largest food company in the world, operating in the United States, Canada, Mexico, Brazil and UK.

For more than 60 years, we have provided customers with the highest quality food and animal protein products and superior service. We have innovative programs and world class products, and we are committed to professionalism, community partnerships and environmental stewardship. *JBS is Making Your World Stronger.*



DELIVERED TO
150+
NATIONS



250,000 TEAM MEMBERS



300,000 HAPPY CUSTOMERS



JBSSA.COM.AU