

CUSTOMER SERVICE - In Bound Call Center

Lafayette Venetian Blind, Inc. is an established local manufacturer in West Lafayette, Indiana, since 1950. We are a wholesale manufacturer selling an extremely high end product to the retail sector throughout the continental US. We manufacture and fabricate custom window treatments including draperies, vertical and horizontal blinds, wood blinds, pleated shades, woven wood and other shading products. (Visit our website, www.lafvb.com, for a complete review of products and services.) Additionally, we incorporate motorization into our products. We have several positions available in our Customer Service department due to recent and projected growth.

We are looking for individuals to answer incoming calls and enter orders from our professional, retail accounts.

SHIFT AVAILABLE:

9:00 AM – 6:00PM

11:00 AM – 8:00 PM

The ideal candidates will:

- Focus on positive customer experiences
- Demonstrate dependability, punctuality and be detail-oriented.
- Enjoy working with an established, professional customer base in the high end product category of window fashions
- Possess basic computer skills and are capable of working in a fast paced environment.
- Possess the ability to take orders over the phone and enter into the order entry system.
- 1-2 years order entry experience

We provide:

1. A relaxed, team based work environment
2. An opportunity to develop both professionally and personally
3. A solid combination of starting pay, growth potential, benefits and stability

If the above sparks your interest, please submit resume, or make application at:

LAFAYETTE VENETIAN BLIND

3000 Klondike Road

West Lafayette, IN 47906

Humres@lafvb.com

An Equal Opportunity Employer