

Vacancies

Braco based company in the Renewables sector currently looks for assistance in:

1.) Administration

Would suit keen, friendly and reliable person with excellent telephone manners and basic to good computer skills. Work would be office based hence own transport required. Working hours: Full time preferred.

Job Duties include:

- Order processing,
- Organising deliveries (Logistic)
- Stock keeping

Ideal Candidate:

- Good organisational skills
- Previous experience in administration
- Good with numbers
- Good communicational skills in word and in writing

2.) Technical support

Would suit keen and friendly person with basic to good computer skills. Work would be office based hence own transport required. Product specific training will be provided. Working hours: Full time preferred.

Job Duties include:

- Provide technical advice on biomass systems.
- Arrange and travel to on-site locations to provide customer assistance, where necessary.
- Offer telephone assistance to clients.
- Assist with orders for systems and/or components.
- Communicate with manufacturers.

Ideal Candidate:

- Previous experience in farming and/or foresting.
- Previous experience of the biomass/renewable energy sector.
- A basic technical understanding of heating, plumbing and construction.
- A confident and professional communicator.

For further details or to arrange an interview please contact us on 01786 880846 or email Bernd@thermotec.co.uk