



Sales Coordinator – Pricing & Admin

Established in 1888, WCB is a subsidiary of one of the world's largest dairy companies, Saputo Inc. We are one of Australia's largest milk processors at the forefront of the Australian dairy industry and a dynamic business. We sell high quality dairy products to local and export markets and are well-positioned for continuing growth and development through innovation and investment.

We are seeking a qualified and experienced Sales Coordinator to join our new Sales Administration team at our Port Melbourne office. This new position will report to the Assistant Business Manager.

The purpose of the Sales Coordinator will be to administer company pricing, trade spend management and provide administrative sales support to the Foodservice and Retail teams.

Duties:

- Accurate pricing management in SAP.
- Foodservice trade spend management.
- Foodservice and Retail sales support.
- Foodservice claims processing.
- Provide back up to retail trade spend management and claims processing

Essential Criteria:

- Strong administration experience (sales, retail or accounts)
- Experience with trade spend, specifically pricing, claims and rebate processes.
- Ability to work and manage priorities across different teams
- Ability to articulate clearly and engage stakeholders to influence outcomes
- Intermediate MS Office skills (outlook and excel predominantly).
- Strong team player.
- Experience in FMCG (highly desirable).
- SAP experience (highly desirable, but training provided)

Employee Benefits:

- Salary Sacrificing
- Training & Development Opportunities
- Employee Share Ownership Plan
- Free Onsite parking in Port Melbourne

If you believe you have the necessary skills and experience to meet the above requirements we would like to hear from you. Please submit your application to:

Email: aus.recruitment@saputo.com

Applications close 9am Monday 18th September, 2017

*Warrnambool Cheese and Butter is an equal opportunity employer
As we receive a high level of interest in our opportunities, only short-listed applicants will be contacted*