

FT Buyer Registration Assistant (Denver)

FULL TIME POSITION

Provide exceptional customer service to people that enter the Mart daily. (Buyers, potential buyers, attendees to shows in other buildings and guests of showrooms). Decline entrance if person is not qualified or does not have qualifying information in person and by mail. Process and distribute department mail. Assist in assigned registration department projects and overflow work. Interface with supervisor to solve problems and share ideas and suggestions so that the department works as a team. Strong people skills a must.

Benefits Include: 2 weeks paid time off, 1 personal day, paid holidays, life, health, dental and vision insurance available.

Denver Mart Application can be found by clicking this link -----> <http://denvermart.com/jobs/>

Please forward completed application to: deanie@denvermart.com

Drop your completed application off in person at

The Denver Mart

451 E 58th Avenue

Denver Colorado 80216

Contact:

Deanie at deanie@denvermart.com