



Trainee Customer Support Administrator – Preston

Monday to Thursday 8.30 – 5pm, Friday 8.30 – 4pm

Ainscough Training Services Ltd is a one of the largest independent training providers in the UK for Lifting Operations

Our training exceeds industry standards and our all-encompassing service, involves comprehensive communication and after care service; including a dedicated team of competent administrators to support our customers through the booking and post course process.

We are now seeking a Trainee Customer Support Administrative Assistant to join our team in our well-resourced training centre in Leyland Lancashire.

The ideal candidate will have office experience, be well organized, have excellent attention to detail with a positive “can do” attitude. You will be able to demonstrate dealing with customers in a positive proactive way, whilst establishing and maintaining positive effective relations within the team

The successful applicant would benefit from comprehensive ongoing training programme, with the opportunity to develop knowledge and skills and progress throughout the company. A starting salary of £18,000, including 24 days paid holiday, plus bank holidays and established pension scheme. The salary will be reviewed upon successful completion of the probation period

Based at our bespoke training centre in Leyland Lancashire, benefiting from free car parking and easy access to the motorway network.

You would also benefit from joining a warm and welcoming team who understand that internal customer care has a direct correlation with our external customer care

Our Vision is to be the UK's No.1 choice for Training & NVQs for Safer Lifting Operations

If you are interested in being part of this vision as a Trainee Customer Support Administrator, have a passion for delivering outstanding customer care and making a positive difference to the people you meet,

Please email: helenboland@ainscoughtraining.co.uk

Make that first important step to your new career

Closing Date 31th March 2021

Ainscough Training Services Ltd is not connected to Ainscough Crane Hire. In 2001 we demerged from Ainscough Crane Hire and we remained with the family business and now serve a wide range of crane hire companies and other industries.