



Join South Australia's leading online marketplace helping local businesses grow online

Utilise your customer service and digital skills to build vendor eCommerce stores to drive new growth

Work as part of a dynamic, supportive and fun team with great rewards

ABOUT SHOP LOCAL SA

Shop Local SA is a company built on supporting a community that values buying from those in their local community. We have created an online marketplace for locals who want their hard-earned retail dollars to be invested back into local businesses, local families, local sporting clubs — their local community.

Shop Local SA is entering another growth phase with more businesses and customers using our online marketplace. We are seeking passionate, driven and community minded people to be part of our growth in South Australia and help make a real impact.

ABOUT THE ROLE

We are looking for a candidate who can join our onboarding team to help our vendors set up their online store on Shop Local SA. The role will require you to support our vendors through the onboarding process, educate them on the benefits of a collaborative approach to adopting an ecommerce presence online to compliment traditional bricks and mortar business as well as the fundamental basics of consumer trends.

You will be required to develop relationships across the business community, facilitating onboarding and marketing opportunities within Shop Local SA's existing vendors, whilst also identifying and developing new markets for our vendors to complete the product range.

WHAT YOU NEED

To be successful in this role, you will have proven experience in a similar customer service, eCommerce or digital marketing role. You will also:

- Be a true professional who is dedicated to servicing your clientele and building lasting relationships
- Have exceptional communication skills both on the phone and in written form
- Ideally have experience with website content management systems, and some basic coding skills with HTML and CSS, but not a deal breaker if you don't
- Love keeping your client records up to date in our CRM tool and be tech savvy
- Enjoy problem solving and thinking on your feet
- Have a solid ability when it comes to following an onboarding process, overcoming blocks and getting vendor stores activated
- See yourself as an optimistic and collaborative team player, but can also work autonomously when needed
- And last but not least, bring passion and energy to genuinely help local businesses thrive online and make a real impact in the local community!

WHAT WE OFFER

We offer an attractive package to join our growing team. You will receive:

- A competitive remuneration
- Excellent flexible work arrangements
- Access to ongoing training and development opportunities
- Regular team events / celebrations
- A dynamic, supportive and fun work environment to ensure you can be successful in your role!

Shop Local SA will also consider other flexible work arrangements for the right candidate. If you share our passion we want to hear from you!

HOW TO APPLY

If this sounds like you and you are looking for a new challenge, an opportunity to genuinely make a difference, and are passionate about helping businesses prosper, then we want to hear from you!

Fill out the Form here <https://about.shoplocalsa.com.au/careers/>