



Lark Bridal Ltd is an Irish registered company, distributing leading global fashion and bridal brands including Maggie Sottero Designs and The Dessy Group to over 1000 retail accounts across 32 export countries. The company also provides private consultancy, coaching and mentoring to domestic and international SME's across multiple industry sectors.

**Position Specification: Sales Admin**

- Customer Service
- Customer Support
- Sales Strategy Implementation
- Order Processing
- Returns and QC
- Distribution Support
- General Administration
- Supporting Preparation for, and attending, International Shows

**Skillset Required:**

- Customer Service or Sales Experience
- Experience In B2B an Advantage
- Interest in Fashion Essential
- Ability to work well in a team environment and autonomously necessary
- Computer Literacy Essential
- English Spoken and Written Fluency Essential, Additional Languages Advantageous
- A Valid Passport and Legal Ability to Work In Ireland Immediately Essential

**Package:**

- Training will be provided
- Pension Package after 6 months probationary period
- Salary in-line with relevant experience and qualifications

To apply, please send CV and cover letter to [hr@larkbridal.com](mailto:hr@larkbridal.com)

**NOTE: This Is An In-Office Role In Athlone, Ireland.**

**Company Registration Number:** 528401

**Directors:** R. Larkin, J. Larkin

**Address:** Unit D, Monksland Business Park, Athlone, Co. Roscommon, N37 KF30, Ireland

**Email:** [info@larkbridal.com](mailto:info@larkbridal.com)

**Web:** [www.larkbridal.com](http://www.larkbridal.com)