

## **NEWS RELEASE**

### **Spares & Service Manager**

#### **Mr Aldrin Monteiro**

I am delighted to announce the appointment of Aldrin Monteiro as the Company's dedicated new Spares and Service Manager, with immediate effect.

Aldrin joins us after having successfully worked for 10 years as Divisional Sales and Service Manager for Rumaillah Group who are one of the largest Facilities Management and Services companies in Qatar – and also our successful Agent in that country. He is now permanently resident in UK and will be based in our Biggleswade head office.

This is the first time that the Company has employed a dedicated person to manage this role and it recognises not only the importance of great customer service but also the very real opportunity that we see for promoting these areas of the business even more than we do already.

Aldrin will assume responsibility for:

- Producing quotations for spare parts.
- Producing quotations for routine maintenance contracts.
- Overseeing dispatch of all parts to customers.
- Managing service engineers and co-ordinating diaries with our customers.
- Follow-up with our customers - issuing service reports, invoicing and recommendations and / or quotations for further works

Aldrin can be contacted as below:

**Aldrin Monteiro**  
[amonteiro@jewersdoors.co.uk](mailto:amonteiro@jewersdoors.co.uk)  
**07493-859309**

**CNJ**  
**17<sup>th</sup> August 2020**