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| Job Title: | Sales Executive |
| Company / Function | Sales |
| Location | Nottingham |
| Position Type | Full Time |
| Reporting to | Regional Manager |

| Job Description |
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| <p>Overview</p> <p>Sell agreed products from the company's product portfolio to architects, developers and contractors.</p> <p>Details</p> <ul style="list-style-type: none"> • Be proactive to develop relationships with customers and suppliers • Embrace and promote the companies culture and values • Promptly respond to supplier and customer requests • Support the company's marketing department and marketing campaigns • Manage a project database • Maintain jobs in pipeline report and submit monthly • Produce weekly call reports • Comply with all KPIs set by the company • Respond promptly to Post Order Administration when requested • Assist Credit Control to manage customer accounts within company procedures • Achieve individually agreed income targets in first 2 years. • Achieve target income for promotion to Senior Sales Executive after 2 years. (Further details can be obtained from the Sales Performance Management Procedure). • Any other duty deemed by the directors to be in the interest of the team in achieving its objectives <p>Person Description</p> <p>Essential</p> <ul style="list-style-type: none"> • Proven relevant sales experience • Full clean driving licence • Must be able to communicate effectively • Ability to work under pressure and make correct decisions • Good ability in Windows PC environment including Outlook, Word and Powerpoint <p>Desirable</p> <ul style="list-style-type: none"> • Brick and cladding industry knowledge <p><i>All employees have a duty not to discriminate against each other, customers or suppliers and not to help anyone else do so.</i></p> |