

Junior Sales Account Executive

at Numatic International Ltd, Chard

From cordless solutions to customisable janitorial systems and advanced floorcare equipment with on-hand training, Numatic delivers professional, practical and reliable equipment, designed, engineered and made right here in Chard in the South West of the UK.

Known for the infamous Henry and Hetty vacuum cleaner and independently rated the UK's most reliable vacuum brand, Numatic understands the need and demand for sustainable cleaning solutions. Longevity, efficiency, serviceability and recyclability are the four values that construct the Numatic Sustainability Formula. Above all else, the most sustainable products are those that you are able to use day after day, without fail, for many years.

About the role:

The Junior Sales Account Executive will be responsible for administrative activities that support a small team of Retail Account Manager's to achieve team and individual objectives, including the preparing of reports, analysing data, ensuring records are up to date including sales data and promotions plans and that administrative procedures work effectively.

The work will be varied and demand some independence of action using discretion and judgement, providing ongoing sales support to existing customers, helping identify new sales opportunities and collaborating with sales teams to develop departmental goals and objectives. Responsible for analysing sales trends to identify new revenue streams for new and existing customers through innovative business plans, ultimately taking ownership of smaller accounts and learning how to develop long-term relationships with customers to deliver sustainable growth.

Main Duties:

- Ultimately act as a first point of contact for own sales account customers and department related administration activities.
- Work closely and collaborate with colleagues in the Retail Sales team to target sector specific opportunities.
- Support team to build and maintain strong, sustainable customer relationships at all levels within sometimes complex business.
- Make arrangements with customers, prospective customers and stakeholders as required. Learn to act as a trusted advisor for allocated customers.
- Book meetings at customer request and deal with sample requests for the team, technical or image requests and ensure timely delivery to customers.
- Conduct reviews at relevant intervals with customer reviews to ensure understanding of changing business dynamic and motivators to align solutions for mutual growth and profitability.
- Use effective influence and negotiation; review customer agreements to maximise growth and profit.
- Be creative; assist with bespoke growth plans in conjunction with UK Retail Sales Manager and team.
- Prepare portfolio reports for junior and middle managers, giving Numatic International management full visibility of opportunities / threats.

About you:

- Graduate or of Graduate calibre with relevant work experience
- Degree level in business, sales or marketing subject or relevant knowledge through work experience.
- Demonstrable experience of successfully working in a sales and customer service environment with strong organisational skills.
- Experience of providing feedback to junior and middle management.
- Knowledge of rules and regulations, specific to role.
- Experience in interacting with internal and external customers and across disciplines and teams delivering solutions to meet customer needs.
- Desirable; experience in CRM and data analysis platforms
- Demonstrable experience of showing ability to follow verbal and written instructions, read and comprehend written materials.
- Proven experience in creating and analysing reports.
- Confident and proficient in IT skills, including Word, Outlook, Excel, PowerPoint and Teams
- Clean Driving Licence

Salary: circa £25000.00 per annum Depending on Experience

How to apply:

Please send your CV and covering letter to jobs@numatic.co.uk

Closing date: 30 April 2021

