

Retail Sales Advisor

DEPARTMENT: Retail Sales

We are looking for an office-based individual to join the busy Retail Sales Team.

This position will support all members of the team with their analytical skills, as well as administration and customer contact. You will become an expert in this field, however we are willing to train the successful applicant. Desire and passion to join a busy sales team is paramount.

This role will be primarily supporting the field based team however in addition to this we are looking for someone that is strong with data and analytical skills; to report on the activity of the team

RESPONSIBILITIES:

A varied role that will amongst other things be responsible for:

- Collating sales out data on a weekly basis
- Database management
- Present findings from reports generated to senior managers within the team
- Responsible for customer support both internal and external
- Track finances of the Retail Team and issue customer promotional credits
- Running/distributing Qlik/BI reports
- Maintaining the Retail National promotional plan.
- Update customer promotional plans
- Complete product new line forms
- Admin based functions to support the Retail Team

ABOUT YOU:

This is a full-time office-based position. We are looking for someone with:

- Excellent analytical and reporting skills
- Strong presentation skills
- Excellent IT skills will be required, alongside expertise in Excel
- Ideally you will have experience in preparing and delivering SMT/Board reports although this is not essential, and can be trained
- Excellent customer service skills
- Ideally you will have an interest in sales or of supporting a highly successful team
- Ability to prioritise your own workload, ensuring the team is supported at all times

If you would like to apply or discuss the role further, please contact the HR Resourcing Team on jobs@numatic.co.uk or pop across to see us in Building 13.

If you are looking for a position in sales that could grow and develop come and speak to us.

SALARY: Circa £30,000 depending on experience

Closing Date: 16/05/2024

How to apply: Please send your CV and Covering Letter to jobs@numatic.co.uk