

BUSINESS DEVELOPMENT EXECUTIVE

Company brief

Lee and Plumpton is a leading UK manufacturer of office furniture. Established since 1974, we are a family Company who pride ourselves on the quality of our products and our commitment to client service.

Company culture

The values of Integrity, Commitment, Development, Accountability and Teamwork underpin the behaviours and aspirations of the Company. In any role advertised we are looking to recruit individuals who reflect these values.

Role purpose

You will be responsible for the development and performance of all sales activities via telephone, in your assigned region. You will also actively seek achievement in revenue, profitability and growth in line with the Company vision and values.

Duties and responsibilities of role

Some duties and responsibilities include:

- Planning and prioritising sales activities, whilst managing a business portfolio.
- Generate new business and cultivate relationships.
- Manage product/service mix, pricing and margins according to agreed aims.
- Effectively use customer and prospect contact activities tools and systems.
- Plan, carry out and support local marketing activities.
- Respond to and follow up sales enquiries using appropriate methods.
- Attend and present at external customer meetings and internal meetings.

Skills and experience required

The successful candidate should have:

- Experience and proven success gained in a sales environment.
- Commercial awareness.
- Experience of providing excellent customer service skills.
- Ability to organise and prioritise workload.
- Knowledge and understanding of sales principles.
- Strong negotiation and problem solving skills.
- Experience of analysing information to identify trends and issues.
- Good understanding of MSOffice and ideally specialist sales packages.

Terms of role

- **Hours:** Full-time Monday to Friday, 08.30 am to 17.00 pm, however consideration will be given to part time requests (between 24 – 28 hours per week).
- **Salary:** Competitive salary dependant upon experience plus commission.
- **Benefits:** Nest pension and Death in Service insurance.
- **Location:** Based in Attleborough, Norfolk. Some travel may be required.



LEE & PLUMPTON

How to apply

Please email a copy of your CV to recruitment@leeandplumpton.co.uk.

Closing date

Monday 18th November 2019.