

Job Specification

Job Title: Sales Executive

Responsible to: Sales Director

Date: November 2021

We are looking for someone to join the team, who can help drive forward the sales of all products. Being a good communicator and organiser are essential within this role, as we challenge our customer to select our brands or our dealers to chase through new business. You must be self-motivated and looking to achieve the company goals, whilst making the sure the customer expectations are met.

Job Function Summary

- This is an office-based job, with up to 2-3 days per week visiting customers, which will include periods away from home, including weekend working.
- To sell profitable products offered by the company, engines, parts and service.
- To provide sales support to customers across all products.

Key Tasks

- To make regular visits and report to Engines Plus on customer and market activities.
- The job will cover all market sectors
- Visit both trade and general public customers, utilising the company provided van for demonstrations, deliveries, etc
- Assist the office, manning the phones, cover parts department for holidays, etc
- To make quotations and to negotiate prices in accordance with the guide lines laid down by Engines Plus Ltd.
- Load engine orders, as per the system laid down by Engines Plus
- To ensure customer specifications meet customer requirements
- To liaise with the parts department as and when needed to ensure customers are provided with adequate support
- To liaise and assist with after sales, especially with regard to warranty call outs, etc
- To maintain, support and identify new engine dealers, across all products, to allow for sales of engines, parts and equipment
- You will be expected to man all exhibition stands for both marine and industrial engine markets (this will mean periods away from home including weekends)

Subsidiary Tasks

- Engine deliveries
- To monitor competitor activity and report back to EPL
- Assist with setting up/dismantling and manning exhibition stands
- To report to EPL on new trends within the market
- To gain product knowledge to assist with your job

- To assist in ensuring customers' accounts are paid up to date or chase customers who are paying for goods on PFI.
- Manage your time and costs effectively
- To maintain your company vehicle in top condition
- To undertake any other duties which may be required by Engines Plus Ltd

The Person

The ideal candidate will have:

- An ability to "think outside the box" to provide solutions to our varied customer base
- Able to work under pressure
- Eager to learn and improve
- Excellent customer rapport building skills
- Target driven and self-motivated
- Willingness to travel
- Excellent written and verbal communicator
- Manage your time and costs effectively
- To deliver high standards of customer care by
 - Answering telephones promptly and politely
 - Responding to customers enquires, questions and demands
 - Acting in an honest and ethical fashion
 - Presenting a professional image at all times

Remuneration

- A company vehicle or allowance
- Mobile Phone
- Laptop
- Bonus scheme, after qualifying period
- NEST Pension scheme, after qualifying period (3% contribution from the company)
- Salary – Will depend on experience