

JOB VACANCY – SALES EXECUTIVE

Job Type: Full-time

Salary: £30,000 - £35,000 basic salary plus commission (OTE 35k – 40k)

Working Hours: 9:00am – 5:00pm, Monday to Friday

Holiday allowance includes 20 days plus bank holidays, with an increased allowance based on time of service up to an additional 5 days.

About Us

SAIC is an independent family-run business based in Lancing. We currently have a small team and are looking to expand. SAIC promotes a fun and relaxed environment to work in; we like to enjoy ourselves at work as well as hitting the targets that are set.

If you meet the below requirements and feel this job is for you, please contact us! We would love to hear from you.

We are looking for:

- Excellent communication skills – both written and verbal, with the ability to adapt and influence.
- A proactive, ambitious and self-motivated individual.
- Positive, enthusiastic and a good team player.
- Eager and willing to learn new skills.
- Minimum 1 year of B2B sales experience.

Day to day tasks:

- Order processing, customer prospecting and new enquiries.
- Outbound calling to warm leads.
- Managing your own pipeline.
- Maintaining and updating existing and new customer records.
- Deal with pricing enquiries, preparing and sending out quotes & following up in a timely manner.
- Provide a high level of service to customer through understanding their requirements, responding to requests, providing advice.
- Have a good understanding of the company's products and services and be able to advise others about them.

To apply please forward your CV and covering letter explaining why you feel you are suitable for this role to Andrew Phelan, Director via email: Andrew@saic-uk.co.uk.

If you would like to discuss this role please call **01273 463677**.