

## Commtel Limited: Job description

Role:	Small Business Manager
Reporting to:	UK Sales Manager
Location:	Crawley office & occasional account calls
Salary:	£xx pa + bonus/commission of X%
Package:	Laptop, mobile phone, use of company pool car for customer visits
Holidays:	20 days plus 8 bank holidays

### **Responsibilities include:**

- Responsible for sales to all existing and potential small businesses. Target businesses include gate installers, small security companies.
- Develop and execute a plan to deliver against set monthly and annual targets
- Managing all accounts from identification, development, quote creation and chasing and order follow through.
- Execute Commtel promotional plans
- Work with the wider sales team to create a communication plan to include social media in order to reach your customer base
- Work with accounts to ensure prompt payment
- Predominantly office based, with the occasional field day

### **Person specification:**

- Highly self motivated with a strong growth mindset
- Strong relationship building skills
- Ability to work cross functionally to get the job done!
- Proactive, solution orientated approach
- Out of the box thinker

### **Preferred experience:**

- Sales background with experience of cold calling
- Technical experience not necessary as full training will be given
- Computer literate