



Standby RSG UK Limited are a prestigious and long-established international company supplying specialised equipment for vehicles used by the Emergency Services and Public Utilities. We currently have a vacancy for an experienced Internal Sales Executive within our UK based business.

Internal Sales Executive - Export/Tertiary/General

Your role will focus on internal sales with a specific reference to Export, Tertiary and selected secondary accounts. You will be responsible for administrating sales from within Standby RSG, ensuring they are dealt with in a profitable and cost-effective manner in terms of accuracy, efficiency and in conjunction with other departments.

You will aim to meet as closely as possible the overall monthly financial sales targets as currently stated by co-ordinating internal and external sales activities. As well as developing a lucid and trusting relationship with key customers in conjunction with our team of external sales representatives.

Ideally the role calls for an open minded and adaptable person with the experience to carry out the following but not exhaustive list of duties:-

- Develop a complete understanding of key customers requirements.
- Process standard orders according to price lists in the CRM system, determine customer discounts, create and change commercial conditions in line with sales management.
- Create and maintain the customer database through the CRM system.
- Create, verify and send order confirmations.
- Clarification of delivery dates for orders placed via the Head Sales Administrator (HSA).
- Preparation and forwarding of quotations - verbally and electronically.
- Up-selling of customer requirements where possible.
- Commitment to ensure that the requirements of QS and ISO standards are implemented.
- Raise the relevant supporting documentation required for the engineering and customer non-conformance processes.
- Seek advice from technical sales departments to create an effective technical solution.
- Work well within a diverse team and co-ordinate with other departments.

Necessary Requirements:

Good communication skills, verbally and in writing. Have the ability to deal with customers at various levels and promote good customer relations in a professional and outgoing manner. PC literate with regards to Microsoft Office, Business Central Accounts and good keyboard skills.

To apply for this role and/or to request a full job specification please send a copy of your CV to info-uk@standbygroup.com for the attention of Marc Emery.

Closing date: Tuesday 30th April 2024