

We are HIRING

ASTON AND JAMES

Everything for the Workplace



Sales Development Executive

Job Purpose:

Manage and developing Category sales for a portfolio of new and existing accounts

Reports to:

Business Development Manager

Communication:

In Person/Telephone – Internal/External (2/3)

Location: Unit 1 Nimrod Business Park, De Havilland Way, Witney, Oxfordshire OX29 0YG



About Aston and James

We are an award-winning family business. Established in 1990. Our purpose is to provide the latest workplace products and services to enhance and support the way a business is run. Workplaces are changing and the way people work is constantly evolving. We provide everything for our customers workplace and innovate our offering to stay relevant to our customers. Saving them time, energy and hassle. Concentrating on supporting local businesses from our base in Witney.

About the Role

We are looking for someone to work with our energetic forward-thinking business, someone who is an excellent communicator, team player and has a winning attitude. Driving sales through category focus, you would hold a lead role across Facilities Supplies which links up with other areas of the business. Building relevance across our customer base and bringing in fresh new business. You would be responsible for developing this part of our business whilst working alongside your colleagues in support of visits, promotions (features and focusses) Training will be provided on products and range, past product knowledge is desirable but not necessary.

Our Goals and Aims

Continue to improve and help our customers consolidate their workplace suppliers list. Create a partnership beyond office supplies, becoming their workplace partner for goods and services. Be at the centre of everything they need to run their business efficiently and effectively. We are passionate about Workplace wellness and making a positive impact on CSR. Visit our website to read more about us and Our Commitment to Oxfordshire and beyond.



Learn more about Aston and James and apply online:

www.aston-james.co.uk/join-our-team

Responsibilities

- In close collaboration with Account Managers, SDRs establish prospecting plans for strategic accounts to discover new business and grow existing customers.
- Sourcing new business opportunities through inbound leads and outbound calls/emails
- Engaging with prospects and qualifying sales opportunities
- Identifying and understanding the customer's needs through discovery calls & visits
- Arranging / attending meetings with new & existing customers
- Providing demos to potential clients when needed
- Researching and identifying key decision-makers and generating interest
- Maintaining and expanding your database of prospects
- Build strong relationships with existing customers thoroughly understanding the customer's needs
- Working closely with the Account Manager identifying new opportunities to generate additional revenue and new business
- Ability to work on your own as well as part of the team
- Create and maintain customer data in CRM system
- Report on the status of accounts and sales transactions
- Monitor sales metrics (e.g. quarterly sales results and annual forecasts)
- To achieve set sales / New business targets, utilising all additional revenue streams opportunities
- Occasionally required to attend events and exhibitions working outside of hours. This is likely to be 2-3 times per year.
- Host customer visits and open events from our showroom in Witney
- Good networker – happy to attend events in and out of hours where necessary

Skills Required

- Consultative and solution prospecting / selling expertise
- Experience conducting account mapping and developing prospecting strategies
- History of effectively managing a territory, high volume of leads, & building/maintaining relationships
- Capable of and eager to make 40+ dials daily
- Systematic but flexible, self-directed; can prioritize and manage multiple work streams
- Perseverance; handles objections and rejection
- Thrives in a competitive team environment
- Intuitive with the capacity to hit the ground running
- Ability to deliver excellent customer experience
- Knowledge of CRM system and MS Office
- Excellent communication, presentation and negotiation skills
- Flexibility to work on your own as well as part of the team
- Drive to achieve - Set your own goals and targets
- Can demonstrate excellent technical knowledge of products and commercial exposure within specific sector.
- Ability to deal and network at all levels

Hours of work

**Monday – Friday 9am to 5.30pm
(Flexible)**

**Holiday entitlement 20 workings
days plus bank holidays**

Company Pension

We don't work Christmas eve and we close for the Christmas period. Salary will be based on hours, experience and qualifications. Apply online at aston-james.co.uk/join-our-team or email darren@aston-james.co.uk



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