

Job Title: Sales Executive

Department: Sales

Start Date: Immediately

Company Overview:

Contact Fire and Security are a multi-award winning, friendly, family run company operating within the South East of England. We operate in the major construction project market, high-end residential, medical and education sectors. Our head office is in Oxford and we are currently launching our London headquarters in Knightsbridge/Mayfair.

We are specialists in the design and installation of closed-circuit television (CCTV), access control, intruder alarm, fire alarms and integrated fire and security systems.

We have accounts and business partnerships with industry leading manufacturers to delivery award winning security systems to our clients.

The Opportunity:

We are experiencing over 300% growth of the business over the next 2 years. With this growth we are looking to build on the foundation of company with the best of the best. This is a great opportunity to get in early with a company that is seriously going places. Contact Fire and Security have a young, innovative and ambitious team bringing a fresh twist to the Fire and Security market. We review our staff performance regularly, provide comprehensive training where required and invest in our staff as we recognise they are the most important part of our business.

We are looking for a talented person with a proven sales and administration background. This position may also suit someone currently working in the industry looking to make a move into sales. Previous experience of the security and fire market is desirable although not compulsory.

We will provide a comprehensive training program to develop your knowledge, supported by our experienced System Design Manager. You will also have the opportunity to shadow on site surveys and work on project design to understand the technical aspect of the role.

The industry is at the forefront of technology and would suit someone with an interest in IT and technology.

We are not a hard sell organisation and we do not have a pressurised sales culture. We offer our clients "consultancy style" sales service to ensure excellence in customer service.

You will be responsible for increasing the service and spending of our key customer accounts and selling to an existing customer base.

What are we expecting from you?

- You will be responsible to managing the accounts of our loyal and well established clients.
- Generating quotations for the sales team
- Support in marketing and event activities
- Designing Fire and Security systems to meet industry standards
- Maintaining company CRM

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- Following up on completed installations and identify additional sales opportunities and feedback on customer comments to operation teams.
- Ensuring all customers sign up to our maintenance contracts post installation
- Outbound calls to potential clients, booking in introductory meetings with Electrical Contractors and consultants.
- Attending site surveys and meetings with clients (once trained)
- Covering Oxfordshire area within a 30 mile radius of the office
- Producing small works and contract variation quotations for service and sales team

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organisation.

What experience do we expect you to have?

- Experience in a similar role or in the industry would be preferable but not essential
- Demonstrate excellent interpersonal and sales skills
- A high level of organisation and ability to manage a varied workload
- A desire to progress in sales and grow with the company
- Full UK Driving License

So, what's the remuneration package?

£18-24k depending on industry experience + discretionary team bonuses

Once established and independent there is the potential to earn £40k+ with increased basic and commission structure