

## Job Description – Sales Account Executive

Reporting to:	Sales Manager
Location:	Billericay or Rochester
Hours:	9-5 Monday – Friday
Benefits:	Commission, private healthcare, matching 3% pension, childcare vouchers

### The Company:

APC Technology Group PLC provides the design, specification and distribution of specialist electronic components and systems, lighting technologies and connectivity products that help our customers produce better equipment, improve efficiency and achieve superior performance.

### Primary Purpose of Role:

The Sales Account Executive will focus on growing and developing existing clients, together with pro-actively generating new business opportunities using the telephone, email and internet to build long term relationships with customers.

### Main Responsibilities:

- Managing a portfolio of existing accounts to achieve long-term success
- Developing positive relationships and handling customer needs
- Resolve conflicts and provide solutions to customers in a timely manner
- Identifies opportunities to grow business with existing clients
- Collaborates with sales team to reach prospective clients
- Act as the first point of contact for client questions and requests
- Development and achievement of agreed sales budget
- Promotion of new / existing technology/franchises
- Creation of new opportunities for sales and design-In
- Following up of sales leads from marketing activity
- Maintenance and update of database and quote system
- Visiting purchasing/engineering contacts where necessary – qualified accounts
- Provide, maintain accurate records of customer visit reports/design-in activity etc
- Reporting monthly bookings / new prospects to Sales Manager

## The Candidate

- Excellent client liaison and negotiation skills
- Excellent communication skills
- Self-motivated and ability to work independently or as part of a team
- Ability to work on own initiative and to use initiative to problem solve and make decisions
- Hungry to succeed in winning new business
- Experience of working within sales or customer service is essential
- Experience within electronics industry would be an advantage
- Computer literate

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To apply for this position, or for more information, contact [recruitment@apcplc.com](mailto:recruitment@apcplc.com)