

TRADE COUNTER INSIDE SALES

Role Purpose:

To provide product knowledge of electrical products along with an excellent customer service.

Key Accountabilities:

- Respond to sales enquiries either by phone or over the counter, provide advice, information, quotations and ensure maximum level of sales and margin.
- Offer alternative products, up-sell where possible, promote own brands and cross brand sales.
- Stay updated with product knowledge and branch costs and targets.
- Taking orders and preparing them.
- Purchasing from MRP within the branch.
- Involvement in all aspects of the business on site.
- Other ad hoc duties.

Essential Experience:

- Sales experience essential.
- Electrical Wholesale experience and electrical product knowledge is an advantage.
- Experience with operating a forklift.

Technical / Functional skills

- Customer focused and results driven.
- Must be able to demonstrate good organisation and time management skills.
- Good attention to detail and be able to prioritize and work well under pressure.
- Strong communication skills to deal on a regular basis with colleagues and customers.
- Team player with well-developed interpersonal skills.
- Good IT skills (Word, Outlook, Excel).
- Fluency in English both written and spoken.
- A full Irish driving licence.

Key Contacts:

- Customers
- Branch Manager
- Branch colleagues