



## Internal Sales Development Role, UK

### Sales / United Kingdom

Max Frank Ltd. is part of a leading international group which manufactures and supplies a diverse range of products for use in all areas of reinforced concrete construction. The candidate we are seeking will be looking for a career in office-based customer service and project coordination. Working in a busy and stimulating environment the role will involve customer liaison, whilst providing support to the external sales team. Reporting to the Sales Office Manager, this is an exciting opportunity.

#### Duties & responsibilities:

- To develop new sales opportunities for Max Frank Ltd. by researching and identifying suitable early-stage projects and new customers.
- Support with identifying all tender applicants and ensuring they are quoted.
- Research and initiate contact with new customers and new customer groups on the back of projects, to identify potential and initially introduce MAX FRANK.
- Record, update and maintain accurate information on the CRM & ERP system (full training will be provided).
- Ensure strong relationship with external and internal team members.
- Build good relationships with an expanding customer base, assuring the highest levels of customer service and satisfaction are met.
- Develop and identify cross-selling opportunities where they exist.
- Liaise actively with other departments and customers to ensure flow of information, customer service and best commercial outcome.
- Product knowledge of the MAX FRANK portfolio, which can be achieved with self-study, in-house and external training if appropriate.

#### The successful candidate will have:

- Excellent written and verbal communication skills, with knowledge of MS Word/Excel.
- A proactive 'can do' attitude and a keen eye for accuracy and detail.
- Ability to work to challenging deadlines with support, as well as under their own initiative.
- Ability to work in a busy and sometimes pressured environment, as part of a team.

Further product and system training will be provided.

#### Are you interested?

Please forward your CV, with an introductory letter, to [Sara Miles](#), Finance & Administration Manager, Max Frank Ltd., Clough Street, Hanley, Stoke-on-Trent, ST1 4AF.

#### Max Frank Ltd.

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