Job Description Business Development Executive



Introduction

SEERS Medical Ltd is the leading UK manufacturer of Medical Couches and Ergonomic Seating. Products are designed & manufactured at our headquarters in Debenham, Suffolk.

Responsibilities

We are looking to recruit a Business Development Executive to support the Sales & Marketing Team by responding to enquiries as well as developing opportunities to promote and secure new business. The candidate will play a pivotal part in the Sales & Marketing Team to expand & develop various markets.

Responsibilities may include (but are not limited to):

- Product Demonstrations (face to face or via teams)
- Attending sales exhibitions/trade shows (which could be outside of the UK)
- Answering incoming calls and responding to enquiries via email and live chat
- Making outgoing calls to prospect & potential customers
- Instructing pricing for quotations
- Following up quotations/opportunities and potential orders
- Customer visits and face-to-face meetings
- Supporting the Sales Teams with ad-hoc tasks

Experience & Attributes

The successful candidate will have a minimum of 2 years previous experience of working in a similar sales role, along with a high level of communication and interpersonal skills; both written and verbal. You must also have a strong desire to succeed, attention to detail and problem-solving skills.

Some product knowledge of the healthcare equipment industry is desirable. This role may involve working independently and on your own initiative, so it is essential that you are able to work effectively without supervision.

Strong ability with the Office 365 package (Word, Excel, PowerPoint) is essential and experience of a Customer Relationship Management/CRM software (such as Sage 200) are highly desirable.

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Job Type & Salary

This is a full-time position, based on 40 hours per week, 8.30am- 5:00pm, Monday to Friday.

Applicants must be able to travel reliably daily to the office. Some working offsite for customer visits and demonstrations may be required from time to time.

Salary of £25,000 to £28,000 per year, dependent on experience.

To Apply

Telephone: +44 (0) 1728 861 590

Email: <u>careers@seersmedical.com</u>

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