

## Job Description – Trainee Sales Executive

### About Toppesfield

*Founded by Chairman Matthew Pryor in 2004, Toppesfield has grown from strength to strength and has risen to its current position as the UK's largest independent surfacing contractor. Delivering projects nationwide, Toppesfield is the first name in surfacing, no matter what the size, sector, or location.*

*Here at Toppesfield, our goal is to continually raise the benchmark for surfacing and associated services to the highest possible standard, thereby enhancing our position as contractor for choice for all surfacing works. We have created 300 jobs, established seven regional offices and achieving an estimated turnover of £100 million and pride ourselves on the impeccable standards of workmanship that has delivered year on year growth.*

***We're on the lookout for talented, ambitious, career minded sales individuals to join our expanding team.***

*The motivated new member of the company will be responsible for discovering and pursuing new sales prospects, negotiating and winning deals, maintaining customer satisfaction, expanding on an existing bank of clients and ensuring a positive working relationship with all clients is maintained at all times. As a Trainee Sales Executive you will be given fantastic training and coaching in order for you to meet your targets.*

### Your key responsibilities:

- *Actively seek out new sales opportunities through networking, existing clients and social media*
- *Negotiate/close deals and handle complaints or objections*
- *Collaborate with team members to achieve better results*
- *Gather feedback from customers or prospects and share with internal teams*
- *Arranging meetings with the appropriate people within your client base in order to gain a better understanding of their business needs and structure and to win work*

*No Sales Experience necessary as full training will be provided. We are interested in you as a person.*

### Our Benefits:

- *25 days Annual Leave + Bank Holidays.*
- *Employee Referral Scheme*
- *Employee Assistance Programme*
- *Employee Volunteering Programme*
- *Annual Leave Purchase Scheme*
- *Enhanced Maternity/ Paternity / Adoption Leave*
- *Learning and development opportunities.*
- *Supportive working culture and future progression opportunities*
- *Cycle to Work Scheme*
- *Bonus Scheme*



- *Birthday Bonus*
- *Discount Portal*
- *Company Social Events*

### **How to Apply**

*Our company offers a competitive salary and benefits package.*

*To find out more about our company please visit our website [www.toppesfield.com](http://www.toppesfield.com), and to apply please email a copy of your CV and brief covering letter to [careers \(@\) toppesfield .com](mailto:careers@toppesfield.com) or contact Human Resources.*

*Job Types: Full-time, Permanent*

*Salary: £20,000.00-£25,000.00 per year*