



01646 698833
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glynedwardsofficeequipment
edwardsoffice

Field Sales Representative – West Wales

Company Overview

Glyn Edwards Office Equipment Ltd is an independent Office Equipment Dealer. Main product areas include managed print solutions of MFP's, Photocopiers, Printers & Scanners. Office Furniture & Seating, Safes, Stationery & Consumables along with Epos & Cash Registers. A Successful business operating since 1980.

Position Overview

An exciting opportunity to maintain and expand our customer base of Office Equipment Predominantly Photocopiers/MFPs (Multi-Functional Printers) as well as opportunities to sell other products in our portfolio. Due to eventual planned retirement of a loyal and important employee over 35 years, this role is critical to our continued success and to ensure our customers have continuity and we are looking for a suitable candidate who can step into this role and maintain and build those relationships as well as help us grow our base further.

We have no deadline for this position. It is important we find the right person and there is time for introducing you to existing customers by our existing and loyal employee to ensure a smooth switchover.

Required Experience

Previous experience in office equipment or photocopier/MFP sales and associated products an advantage, but more important the right person ideally living in our main coverage area of Pembrokeshire with local contacts and experience dealing with general business through to corporate and blue chip and local government and education.

Training

Some manufacturer sales training may be required, but self-learning in house over time is required along with internal training on sales process and

Salary

The successful candidate will benefit from a competitive salary with potential for uncapped earning potential. This is a full time, permanent position. Hours of work are generally 08:30-17:00 Monday to Friday, but flexibility is required if occasional out of hours appointment is requested by a customer the need to meet quotation deadlines.





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Responsibilities & Requirements

- Excellent interpersonal skills with can do attitude along with excellent telephone manor.
- Good organisational & time management skills, enthusiastic & highly self-motivated
- Proposing leasing for equipment sales
- Responsible for upgrading existing user base and creating cross selling opportunities.
- Managing existing accounts and keeping in contact via on-site/telephone/email
- You will be responsible for winning new clients business built from initial cold calling or self-generated/company leads
- You will be an excellent communicator who finds it easy to build relationships with potential clients
- You will report to the Director and work within a small team dedicated to growing the business and with great earning potential
- To maintain CRM and Sales Pipeline software to manage your sales and appointment scheduling
- Willing to help-out in other departments where required due to holidays/staff shortages/work-loads
- Well presented, fast and keen self-learner and flexible approach to work
- Able to work with minimum supervision working out of our main offices.
- Target Driven
- Familiar with Office 365 Microsoft Office.
- Able to carry out full cycle from Sales enquiry through to Quoting and lease proposing through to Sale.
- To help with any installation and carry out end user operating training.
- Full Driving Licence – clean preferably! Welsh Speaking an advantage but not critical.
- Car, Laptop, Phone, Generous Holiday Allowance etc

A well written & detailed CV along with a non-generic covering letter specific to this vacancy would add significant weight to your application.

Please apply for this vacancy by sending your CV to mark@glynedwards.co.uk. Alternatively, to apply online for this vacancy, please [click here](#)

