



SALES MANAGER - RUPERT BEVAN COLLECTION - NOTTING HILL, LONDON

Rupert Bevan Ltd is a furniture designer and maker with workshops in Shropshire and a studio/showroom in Notting Hill, London. We pride ourselves on our heritage in craftsmanship spanning over decades, working with interior designers, architects and private clients around the world to produce bespoke interiors rich in diverse styles, materials and finishes.

We have recently launched an ever-expanding furniture Collection and are looking for a bright, confident and enthusiastic Sales Manager to join our busy team. We are looking for someone capable of delivering exceptional, high-end service to new and existing customers, and to drive sales and exceed targets. Some experience in our industry would be useful.

You must be self-motivated, able to work independently, and have excellent organisational, numerical and communication skills. You should be able to manage key relationships effectively, both internally and externally. A positive, can-do attitude is vital as well as the ability to work well in a small, tight-knit team.

KEY RESPONSIBILITIES

Client Liaison

- Research and contact potential new clients to generate sales leads for Rupert Bevan Collection
- Set up meetings with clients (new and existing) in the London showroom or in their office to present the Collection
- Deal with all initial enquires for the Collection
- Provide samples, images, estimates and other relevant sales material to clients
- Update and maintain client database
- Update and maintain personal sales data (funnel / pipeline)
- Meet specific sales targets

Production

- Ensure smooth and clear lines of communication are maintained between the Shropshire and London studios throughout the process of each order
- Oversee installations and manage snagging

Analysis

- Analyse each project for efficiency and quality and feed back to the Shropshire Workshops
- Liaise with our PR and Marketing Co-ordinator on advertising and promotion
- Participate in general meetings and update / provide feedback to the sales and finance team

OTHER DUTIES

- General assistance in the smooth running and development of our growing company

ESSENTIAL

- Fluent written and spoken English

PREFERRED

- Previous sales experience in a similar role
- Ability to read technical drawings (knowledge of Sketchup and Vectorworks would be useful)
- A full clean driving licence