

Account Specialist

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Company: Commercial Services Group

Location: United Kingdom

Category: other-general

Account Specialist

£25,000pa

Hybrid/Kings Hill, Kent

Are you a self-motivated and pro-active individual with a keen interest in sales? Procurement Services are currently looking for an Account Specialist to join their team. This is an exciting opportunity for a confident individual with a customer focused mindset that thrives in a fast paced work environment.

As an Account Specialist you will manage a portfolio of accounts. Specifically contacting current and new customers using available data and your own initiative to grow business opportunities within our vehicles services offering.

In return we will offer you -

25 days holiday, plus bank holidays

Never work a birthday again! You receive an extra day off for it to enjoy however you wish!

Generous discount scheme, including gym and retail.

Life assurance cover

Health cash plan initiative

A culture of progression and development

Plus many more perks

Key duties -

Build relationships with your customers to encourage retention and loyalty, ensuring regular contact offering an excellent and efficient service

Grow and sustain a reliable pipeline of contract opportunities, for both existing and new customers

Work collaboratively with our internal and external stakeholders to achieve your annual business and growth targets, through pipeline and closure of sales

Take ownership of queries, investigating and resolving these by liaising with customers and suppliers

Make outbound and receive inbound calls to meet our KPIs

What we need from you -

Demonstrable experience of working within a customer service based environment

Ability to prioritise and meet and exceed targets that are set for you individually but also as part of a team

Excellent oral and written communication, ensuring correspondence is accurate and professional

A proven track record of increasing revenue through generation of leads is desirable but not essential

Strong interpersonal skills and the ability to build solid working relationships

About Procurement Services

We are a market-leading procurement services business, and our focus is on providing compliant routes for the UK public sector to procure products and services from local, national and global suppliers.

Working across all public sector verticals, our teams support buyers from local authorities, central government bodies, NHS trusts, educational establishments and many others, in identifying their procurement needs and offering a compliant framework to deliver on their requirements.

About Commercial Services Group

Commercial Services Group (CSG) is one of the largest providers of public sector and education procurement and support services globally, with revenues of c£600M, 1,800 staff across 25 trading brands, providing services ranging from: HR Services, IT Services, Energy, Education Resources, Procurement and many more.

Wholly owned by Kent County Council, CSG supports over 15,000 customers in 86 countries and collaborates with a supply chain of c1,000 suppliers.

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