

Sales Administrator

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Company: L&C Employment Consulting

Location: Shrewsbury

Category: other-general

Sales Administrator - Permanent – Shrewsbury

L & C Consulting are working exclusively with a Shrewsbury based concern to recruit for a new Sales Administrator to join their small, existing sales team and management. Based in modern offices, this role will suit an ambitious, professional applicant with a strong commercial focus and confident approach.

Duties will include (but not be limited to):

- * Act as internal point of contact for customers
- * Put together and chase up quotes
- * Reporting and market research
- * Customer promotional support

To be considered for this excellent opportunity within a corporate style organisation, you will have worked in a similar sales support, marketing, commercially focused role previously.

You will possess a high attention to detail, be well organised, motivated, reliable and flexible

in your work. You will also be able to demonstrate the ability to communicate well with all levels of customers and have a positive approach.

The Shrewsbury based site is commutable from Telford, Oswestry, Market Drayton, Wolverhampton,

Stafford, Bridgnorth, Ironbridge etc

Alternative job titles could include: Sales Admin, Sales Support Admin, Sales Support, Sales Support Co-ordinator, Provisioning Agent, Sales Administrator Customer Service, Account Manager, Order Processor, Quotation Administrator and Sales Support etc

L & C Consulting

Specialising in the recruitment of permanent and 'temp to perm' roles in the Shropshire area -you'll find we provide a professional but friendly, efficient, system driven recruitment service - where we remember that people do matter. Offering a full recruitment service across a variety of sectors; we continuously strive to ensure we give an honest, reliable service.

Due to the high volume of applications we receive it is not always possible to respond to unsuccessful applicants. Therefore if we have not responded to your application within four working days, please assume that on this occasion your application has not been successful.

With a wealth of specialist knowledge in the local, recruitment market, L & C Consulting are an employment agency working on behalf of our clients. L & C Consulting is an Equal Opportunities Employer. Applicants must be eligible to work in the UK full time without restriction

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Cross References and Citations:

1. Sales Administrator [UltimatejobfinderJobs ShrewsburyUltimatejobfinder](#)
2. Sales Administrator [Delhijobs Jobs ShrewsburyDelhijobs](#)
3. Sales Administrator [Seasonaljobs Jobs ShrewsburySeasonaljobs](#)
4. Sales Administrator [PerujobsJobs ShrewsburyPerujobs](#)
5. Sales Administrator [DatasecurityjobsJobs ShrewsburyDatasecurityjobs](#)
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