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MANUFACTURERS OF THE WORLDS LARGEST RANGE OF DISC BRAKES FOR ANY VEHICLE

Job Description – Business Development Executive

Based in Northampton

SUMMARY

EBC Brakes, a global leader in sport and performance brakes, are looking for an Automotive and Motorcycle enthusiast.

The focus of this role is to source and develop new business opportunities, ensuring awareness of our products and ranges for existing and new accounts.

PRIMARY RESPONSIBILITIES

- Research new prospective customers, identifying potential business opportunities thus developing professional relationships
- Proactively monitor, maintain and support our existing UK customer network
- Drive and support customer growth through performance reviews and commercial support
- Once trained, involvement with the US office via email for any product / customer related queries
- Monitor customer websites to ensure images meet Brand Guidelines
- Attend industry events, trade shows and race meetings, where required
- Assist Marketing Department
- Any other tasks assigned by the Manager

KNOWLEDGE AND SKILLS

1. Must be able to demonstrate a good knowledge of automotive/motorcycle parts / brands and have a keen interest in the industry;
2. Microsoft Excel experience preferred to analyse detailed data but training will be provided if necessary;
3. Excellent communication skills essential, along with a high level of customer services skills;
4. Self-motivated with a proactive approach to work and the ability to work to deadlines;
5. Excellent organisational skills essential, methodical and have a keen eye for detail;
6. Must be a team player.

HOURS OF WORK

Monday-Thursday 08:00-17:00, Friday 08:00-13:00 (30 minutes unpaid lunchbreak each day). Total 39 hours per week.

SALARY: £30,000-35,000 per annum, depending on experience / skillset

BENEFITS:

- Free on-site parking.
- Uniform provided.
- Employee discount on EBC products.
- Cycle to Work Scheme (salary sacrifice – subject to eligibility after probation)
- 28 days holiday (including bank holidays), plus long service award.

The statements above are intended to describe the general nature and level of work being performed by people assigned to the job. They are not construed to be an exhaustive list of responsibilities, duties and skills required of personnel in the job. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.