



## Job Title – Junior Account Manager

**Date:** 22/03/2021

**Salary Band:** Competitive salary

**Location:** Newport, Shropshire

**Duration:** Permanent

**Hours:** 8am – 5pm Monday - Friday

**Line Manager:** Head of European Sales

**Direct Reports:** n/a

**Interview Process:** CV and cover letter application, telephone screen, face to face interview stage

### Scope of role

Reporting to the Head of European Sales, the Junior Account Manager will be assisting our sales team with developing sales plans, communicating with customers to determine their needs, and conducting research to identify new sales leads.

The right candidate will possess excellent interpersonal skills and have knowledge of customer relationship management, ensuring best in class account management in keeping with the goals of the business and our target to be the Best Produce Business in The World. Through the formulation and implementation of strategic growth plans, the Junior Account Manager will help deliver business growth to meet targets of the Group.

### Responsibilities

- Provide ongoing account support to existing customers assigned by the Sales team
- Informing new and existing customers of promotions, upgraded product lines and offers
- Interacting with customers on the facilitation of supply by working collaboratively and being solutions focused
- Collaborating with the Sales team to identify new sales leads and develop sales plans
- Conducting sales research and identifying new sales opportunities
- Documenting processes and maintaining sales department records
- Report on the status of accounts
- Coordinate with Account Managers to create customised sales plans for key customers
- Build strong client relationships through regular communication
- Communicate product and pricing details clearly

## Requirements

- Proven work experience as a Junior Account Manager or relevant sales role
- Understanding of sales principles and ability to deliver excellent customer experience
- Strong (verbal and written) communication skills with an ability to build relationships
- Effective presentation and negotiation skills
- High degree of professionalism
- Good time-management skills with a problem-solving attitude
- Competence in Microsoft Office products

## Who we are

Jupiter Group are one of fastest growing and exciting businesses within the fresh produce industry. The company have customers and suppliers across the world with ambitious plans for growth.

Privately owned with continually strong financial performance Jupiter Group are looking for a Junior Account Manager to join the company.

Based at our Head Office in Newport, Shropshire, this position will be a member of the International Sales team and will be responsible for the day to day support to the Sales team and Customers.

Growing product in four continents, the company have invested in growing partnerships which lead the world as a supply chain model within fresh produce.

The company are continually investing in leading technology and are working with great success towards a totally paperless working environment.

A positive company culture and values are extremely important and must be upheld by any applicant.

As a fast-paced international business who are continually growing and developing, we nurture a culture of self-motivated, hardworking and honest individuals.

We have clear company values that we encourage our people to live by. It is important that applicants can uphold these values.

- **Integrity** - act with good character, ethics and morals
- **Trust** - build your relationships on trust
- **Openness** - talk straight, communicate well, and be open to new ideas
- **Respect and patience** - be tolerant, good natured and understanding
- **To help others** - make a difference to others lives in a positive way
- **Work hard and enjoy life** - contribute and enjoy your role
- **Recognise success** - when praise is due say 'well done'
- **Continual improvement** - always strive to do a better job

## Benefits

- 21 days holidays + Bank Holidays
- Performance Related Pay Incentive Scheme
- Pension
- Role relevant training
- Franklin Covey training
- Relaxed Dress Code
- Relaxed Multi Cultural environment
- Walking distance to local amenities
- Informative staff app with localised benefits
- Full domestic kitchen on site for all employees to use

**NOTICE:** please refer to the **Data Privacy Statement** on our website footer at [www.jupitermarketingltd.com](http://www.jupitermarketingltd.com) to access information on how we will process, store and delete your personal data should you apply for a position within the Jupiter Group.

**PLEASE NOTE:** We request two reference contacts with your application for this role. If you **do not** wish for referees to be contacted prior to a job being offered, you must clearly indicate this within your application.