

JOB DESCRIPTION

Job Title: SALES EXECUTIVE	Function: US SALES
Reports To: SHOWROOM DIRECTOR	Location: NEW YORK

SUMMARY:

Sales Executive, reporting directly to the New York showroom manager. To support continued US sales growth by proactively building relationships with and selling to existing and new customers. Working a part of a team you will be primarily based in our New York Showroom but will be required to travel to client consultations. This sales role involves the selling of stock pieces as well as guiding trade and retail clients through customisation and bespoke design.

MAIN DUTIES/RESPONSIBILITIES:

- Sales generation and discount management
- Nurturing customer relationships to build repeat business and support long term sales growth
- Providing exemplary customer service “above and beyond” including Home Approvals and guidance through the design process as appropriate.
- Maintaining showroom standards (visual merchandising etc.)
- Ensuring all processes, paperwork etc. are kept accurately and up to date.
- Describe a product's features and benefits with up to date product knowledge

COMPETENCIES AND PERSONAL ATTRIBUTES:

- Previous sales experience
- Experience of high end retail /interiors / design is preferable.
- Full, clean US driving licence.
- Strong desire to sell; but also an ability to listen, guide and build relationships.
- Confident and well presented.
- A flexible “can do” approach and prioritises clients’ needs.
- Well organised with good attention to detail.
- Works well as part of a team.
- Interested in arts & interiors with knowledge of local Art & Design community.