

39 Dawson Street
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Reference: JnrSalesAcc/2014

Junior Sales and Account Executive

Job Description

Position type

Full time, 7:30am until 5:00pm.

Job Purpose

Research potential new customers, build sales pipeline, sell Itarle products to meet customer needs. Manage and maintain existing customers, up sell Itarle products.

Duties

Analysing of client flows through trading volumes looking at momentum and current volumes versus historical averages.

Research new customers via telesales, target marketing using Itarle brochure and use of existing sales pipeline.

Use of Salesforce (or other CRM programme) sales tools. Maintain and update the database with leads and potential leads.

Keep management informed by submitting activity and results reports, daily call reports, weekly work plans, and monthly and annual territory analysis.

Monitor competition by gathering current marketplace information, comparing pricing, monitoring and analysing new products. Attend pitch presentations to potential new clients.

Ensure Sales presentations and documentation are up to date.

Monitor current account trading activity and work pro-actively to increase volume from existing accounts.

Research new contacts within existing clients to encourage distribution across different teams and product lines (i.e. futures to equities, equities to futures, commodity futures to financial futures).

Work pro-actively to increase volume from existing accounts.

Work as part of a team to ensure the highest level of service for existing clients, and a successful sales and onboarding effort for new clients.

Experience Requirements

Financial services experience preferred though not essential as training will be given on the job.

At least one years experience in an account management/junior sales role.

Language skills sought with fluency in one of the following languages highly desirable; Portuguese, Russian, Cantonese, Mandarin, Spanish, Korean, Japanese or Polish.

Personal Qualities

Reliable and consistent with an ability to quickly establish and build relationships with customers.

Team player, flexible approach.

Professional, highly motivated, driven and focused sales personality.

Outgoing personality, sense of humour, warm and charming.

Able to quickly establish and build relationships with customers.

Able to work under pressure and happy to be persistent with sales calls.