



- Position:** Appointment Setter
- Reporting To:** Appointment Setter Manager
- Status:** Permanent
- Salary:** £22,000 basic salary (rising to £24,500 after 6 months)  
Plus uncapped commission (OTE £30,000 - £35,000 first year)
- Hours:** Full Time (basic hours are 9.00 to 17.30)
- Based:** Hastings

### The Company:

UTP is one of the fastest growing merchant services in the UK. We provide card machines for small and medium businesses around the UK. We are pioneers in security and providing convenient payment methods for our customers. Our employees are what make up our company. We train each staff member to the highest standard, providing help and guidance at all times.

### The role:

In this role you will be required to call businesses and offer our payment solutions. You will then converge with our Business Development Managers and book them appointments with the business to secure the sale. You will need to be enthusiastic, organised and target driven.

### Daily responsibilities:

- Generate appointments for our Business Development Managers
- Diary Management
- Updating the CRM
- Working both individually and as a group to hit sales targets

### Skills/attributes:

- Ability to organise, prioritise and manage workflow
- Target driven and highly motivated
- Polite and confident talking on the phone
- Adaptable and versatile approach to a fast-paced role

### Benefits:

- 21 days of holiday
- Your birthday off (paid)
- Company events
- Company pension
- Health and wellbeing programme
- Referral programme
- Free eye test and payment contribution towards glasses at Specsavers.
- Access to PERKBOX and monthly credit added to your account.
- Dress down Friday
- Regular incentives

We take pride in our employees being a team of diverse and inclusive individuals. Every employee is considered equal to opportunities and progression. We strive to create an environment where everyone feels valued and respected.

