



Position: Presales Executive
Reporting To: Sales Manager
Status: Permanent
Salary: £21,000 - £23,000 per year - depending on experience
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:

We are seeking a Presales Executive to join our internal Presales Team. Our ideal candidate will have excellent interpersonal and communication skills. We are looking for someone who is driven, enthusiastic, and organised. Having A-Level or higher education in mathematics is desired though not essential.

Daily responsibilities:

- Understanding the operations of other departments
- Keep records up to date and share information as needed.
- Thorough knowledge of MS Office
- Thorough knowledge of UTPs products
- Tackling enquiries promptly and efficiently
- Gain insights into our revenue structure and pricing
- Handle any issues that may arise during the sales process

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

Skills/attributes:

- Excellent relationship building skills.
- Strong planning and organisation skills
- The ability to think on your feet and solve problems when they arise.
- Positive attitude and remains calm under pressure

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.

