

**Job Description**

Job Information	
<b>Job Title</b>	Electricbase Branch Manager
<b>Business</b>	Electricbase
<b>Reports to</b>	Buildbase Branch Manager

**Job Summary**

To maximise the contribution by the branch through profitable sales and control of overhead expenses, in line with business plans and overall company policy & strategy. To meet and exceed our customers' expectations in terms of the efficiency of the service that we provide.

- Typical Tasks & Activities**
- Effectively managing the branch budget to meet financial targets
  - Developing the business plan to actively increase sales opportunities for new, lapsed and existing customers
  - Effectively increasing profitable sales opportunities through correct product mix and merchandising in-line with company policy
  - Analysing the trading report to establish current activity and communicating the outcome to the team
  - Communicating and negotiating with customers to secure the most profitable quotes and on-going business.
  - Processing new account application forms and setting up terms for customers
  - Continually updating knowledge of competitor's activities

Skills & Experience	
<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• You will possess an extensive knowledge and network of electrical suppliers and contractors and managing high profile customer accounts for both new and existing business.</li> <li>• You will need comprehensive knowledge and understanding of wholesale and distribution of electrical products in all areas including cables, wiring accessories, lighting, lamps, energy management, safety and security.</li> </ul>	<p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>•</li> </ul>

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| <ul style="list-style-type: none"><li>• You will have the ability to exceed sales targets whilst building strong customer relations</li><li>• Great customer service will be second nature to you</li></ul> |  |
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