



## **International Accounts Handler Vacancy to cover maternity leave**

**Would you like a job that can make a positive impact on people's lives?! Would you like a sales job where you get real job satisfaction? If you answered yes, then we have the job you are looking for!**

Rompa are the market leaders in sensory provision and we are looking to hire a full time **International Accounts Handler** to join our team on a temporary basis to cover maternity leave.

You will need to have extensive experience working in a sales role and be an excellent communicator.

### **What will be required?**

- Managing a portfolio of international partners and liaising with these partners to ensure monthly sales orders and targets are achieved.
- Liaising with international partners on projects: providing design information and advising on product choices.
- Ensuring international partners are kept up to date with new product development, product changes and price changes.
- Ensuring international sales records are kept up to date using our bespoke systems, including processing orders, quotations and returns.
- Ensuring exporting processes are followed and policies are adhered to.

### **Do you have what it takes?**

- Export sales administration experience with a proven track record in identifying potential new business prospects
- Ability to work with multiple competing priorities and keep to strict deadlines
- Dynamic and self-motivated personality with excellent communication skills at all levels
- An enthusiastic 'can do' attitude and highly motivated with excellent planning and organisational skills
- Strong persistent and persuasive manner

## **What do we offer?**

- Full training on all systems and products.
- Competitive salary and benefits.
- An extremely rewarding and fulfilling job with great variety!

Should you be interested in the above role, please apply to Lisa Dunks ([lisad@rompa.com](mailto:lisad@rompa.com)) with a covering letter, CV and current salary details.