

JOB DESCRIPTION

Job Title: Sales Manager

Based at: Ultrasonic Sciences Ltd, Aldershot (USL)

Reporting to: The Board of Directors

Summary of Job Function

USL designs and manufactures ultrasonic non-destructive testing instruments and systems and is the only company in UK dedicated to this field. Order values can be up to £1 million or more. USL has customers in UK, Europe, China, Malaysia, Taiwan, India, Indonesia, Australia, Japan and Russia, among others. The Sales Manager is responsible for all aspects of Sales and Marketing of USL products throughout the world.

Key functions and responsibilities

- Act as the single point of contact for prospective new customers and for repeat systems orders from existing customers.
- Maintain contact with existing customers, updating them on any new product developments.
- Maintain contacts with existing USL sales agents throughout the world and establish new agents as appropriate, remembering that these agents do not usually have ultrasonic testing experience.
- Advise potential customers on technical solutions to their inspection needs.
- Prepare proposals and quotations to customers in accordance with local tendering procedures and timescales and using web-based tendering systems when defined by customers.
- Prepare, or arrange preparation of sales literature.
- Organise USL presence and stands at relevant NDT and other exhibitions in UK and overseas. (eg BINDT annual exhibition, European / World Conference on NDT Exhibitions.)
- Travel within UK and overseas to prospective customers for sales meetings, technical presentations, contract signing etc.
- Maintain and update the USL website.
- Liaise with all relevant USL staff to arrange bid bonds, bank guarantees, performance bonds etc as required by customers.
- Contribute to internal progress and project start-up meetings.
- Maintain contacts with UK Export bodies to assess if Export licenses are required for prospective systems.

Expected qualifications and experience (not part of Job Description)

- HNC/HND or equivalent qualification in an Engineering based subject.
- At least 3 years experience in theoretical and practical ultrasonic NDT, preferably including specifying and / or operating ultrasonic testing systems.
- At least 5 years experience working in a sales environment, including overseas sales.
- Able to work with staff having a wide range of experience and backgrounds.
- Oral and written fluency in English.
- Fluency with software tools, such as Excel, Word, desktop publishing and contact management.