

**INTERNAL SALES ENGINEER**

Due to significant growth in the last 12 months, Amarith is looking to strengthen its existing sales team with an additional Internal Sales Engineer. The role entails responsibility for client interface through product selection, quote preparation and submission, thereafter continuing customer support through technical and commercial clarifications.

The successful candidate will ideally have a mechanical engineering bias and experience. He or she will be used to, and enjoy, regular customer interface in a commercial sales capacity and be looking to forge a significant role in a dynamic, forward-thinking and successful company.

Experience in pumps or similar equipment would be beneficial, ideally within the petrochemical oil and gas industry.

The role will be office based, from our headquarters in Rendlesham. However, the role will, from time to time, involve some UK and international travel for client meetings.

For further information about the position, please refer to the documents attached.

The Job Profile outlines the main duties, responsibilities and key result areas for this position and details the skills, knowledge and experience required to be fully competent in this role. However, we do not expect candidates to demonstrate all of these attributes on application so please refer to the Person Specification, which identifies the essential and desirable requirements for this post. Full training will be provided to the successful candidate.

If you would like to apply for this position, please download and complete the attached application form and equal opportunities monitoring form (which will be detached from your main application form and be used for monitoring purposes only) and return to: Sandra Berry, Amarith Ltd. Bentwaters Parks, Rendlesham, Woodbridge, Suffolk, IP12 2TW.

▼ Job profile	
Details	
Title	Internal Sales Engineer
Responsible to	Sales Director
Job purpose	To select products and prepare quotes and submissions in relation to customer-specifications, thereafter supporting customers through technical and commercial clarifications, in order that ultimately, a clear and complete order is handed-over to the operational team.

## Duties & Responsibilities

- Enquiry review, interpretation and suitable product selection.
- Timely commercial quote preparation and submission.
- Customer interface through quote follow up and technical/commercial quote clarifications.
- Delivery of subsequent orders to the various company disciplines.
- Day to day management of customer database and individual workload.

## Key Result Areas

- On time delivery to customer of required quote submissions.
- Maintain a high level of accuracy and attention to technical scope detail and associated costing
- Building and maintaining customer relationships through regular interface and customer care.
- Internal delivery of clearly defined orders within set timeframe according to company procedure.
- To be responsible for own health and safety and personal development, keeping up to date with relevant issues in relation to job role.

## Scope and Range of the Job

- Directly Supervising (None)
- Budget Responsibilities Providing indication of likely order opportunities, post-enquiry .

## Qualifications and Experience

- 2 x A levels (grades A-E) Ideally in mathematical or science subjects or an Engineering Qualification, HND or national equivalent.
- Background in mechanical engineering.
- Similar role in a mechanical engineering company.
- Sales experience with engineered capital equipment.
- Centrifugal pump experience.
- Experience with API 610 petrochemical, oil & gas markets and applications and customers

## Skills

- Ability to read & interpret detailed specifications and tender preparation
- Communication
- Customer care
- Time management
- Relationship building

---

## Skills (contd)

- Negotiation
- Selling
- IT – Word, Excel and Lotus Notes
- Team working
- Influence

## Knowledge

- Pump selection and quotations.
- Pump application.
- Mechanical seals.
- Applications API petrochemical, oil & gas market.
- Commercial contract

### **\*\*NB\*\***

Whilst the above qualifications, experience and skills are essential for a fully competent candidate, Amarith Ltd is committed to the continuous development of all its employees. As part of its induction programme the company will compile a comprehensive personal development plan (PDP) for all new employees. The company requires new employees to engage constructively and effectively with their PDP in order to demonstrate a significant level of progress in their first year of employment, and for it to be continued for the duration of their employment with the company.

## Person specification

▼ Person Specification	
Details	
Job title	Internal Sales Engineer
Salary	Negotiable with associated benefits
Responsible to	Sales Director
Hours of work	37.5 hours a week

▼ Requirement categories		
	Essential requirements	Desirable requirement
Qualifications	2 x A levels (grades A-E) Ideally in mathematical or science subjects or an Engineering Qualification, HND or national equivalent.	Degree or equivalent
Experience	Internal sales Mechanical engineering. Ability to read detailed specifications & tender preparation	Centrifugal pump experience. Business development. Contract law.
Skills	IT – Word and Excel. Customer care Negotiation skills	IT – Lotus Notes Pump quotations.
Knowledge	Mechanical Engineering	API pump products & application. Petrochemical, oil & gas markets.
Behaviours	Both team player and ability to work alone. Flexible. Confident & self motivated. Organised	Target oriented
Circumstances	Either local or prepared to relocate. Should be prepared for regular UK travel with occasional overseas visits.	Should be prepared for occasional UK travel with occasional overseas visits.