

Spot Sales Team Leader

Manchester

Entrepreneurial zeal and a drive to do things differently have spurred Greenergy to grow from a bedroom start-up to become the UK's leading fuel supplier. Good customer service is central to our mission and we constantly strive to be a company that's easy to deal with by streamlining procedures and eliminating bureaucracy. Choose to work for Greenergy and you'll find that we are welcoming, logical and efficient. We endeavour to approach the status quo of an established industry with fresh eyes.

You must be able to communicate well with internal and external parties and have an excellent telephone manner. You must be confident and articulate and have an exceptional eye for detail. You must be fast and efficient in word and excel, with knowledge of in house databases. In house training will be provided for all aspects of this role, so a willingness to learn is essential. The role is with a small team and is extremely fast moving, and offers great opportunities for career development within the business.

The ideal candidate will be curious and eager to understand the role that the spot department plays within the Commercial team and wider in the business. They will proactively engage with wider team members to understand pricing and legislation, which all have an impact on the business. They will be keen to identify process improvements and opportunities to enhance the profitability of the spot desk by identifying trends. They will establish excellent rapport both internally and externally to ensure the customer and business needs are met.

The role is based at our Manchester office and the successful candidate will report directly to Head of Customer Care & Spot Sales, and have every day contact with other departments.

Responsibilities:

- » Develop a close working team environment whilst providing strong leadership through day-to-day operations.
- » Dealing directly with internal and external customers either by telephone, electronically or face to face to deliver an accurate and efficient service
- » Responsibility for understanding spot pricing, live ICE market and regional economics
- » Monitoring daily sales volumes and working with Head of Spot Sales to generate on time reporting of volumes, margins and market trends
- » Forecast management - keeping track of monthly nominations and flexing in HAL/TPT
- » Generating margin by growing volume within pre-defined parameters
- » Proactive engagement with commercial team on sales direction and margin fulfilment
- » Operationally responsive to the needs of the business and customers
- » Providing daily prices and 'on the spot' quotations and generating orders from initiation to fulfilment
- » Managing sales through to collection ensuring orders are fulfilled
- » Network transfer management of contracts and spot sales
- » Ensuring sales volume is monitored, hedged and documented
- » Managing credit limits with customers and internal departments
- » Proactively engaging with potential new customers to grow volume
- » Setting up new accounts.

General Tasks:

- » Raise necessary sales confirmations and contracts
- » General administrative support
- » Dealing with day to day queries and working closely with internal teams - Customer Care, Credit Control, Commercial & Sales Ledger
- » Entering deals into the HAL/TPT system and extracting data from Tracker and INV for reporting purposes.

Spot Sales Team Leader (continued)

Manchester

Ideal candidate will have:

- » Previous Team Leader or Supervisor experience
- » Two years Commercial experience
- » Confident
- » Excellent communication skills
- » Excellent attention to detail
- » Articulate
- » Fast learner
- » Strong numeracy and literacy skills.

People are key to our continuing success; we work hard to reward, develop and retain staff. We offer a competitive salary, career progression opportunities, along with a comprehensive benefits package which includes;

- » 25 days holiday per year, increasing by 1 day after 5 years' service for every full year up to a maximum of 30 days plus bank holidays
- » Private Medical Insurance
- » Worldwide Travel Insurance
- » Company Pension
- » Life Insurance cover of 4 times basic salary
- » Eye Care Vouchers, Flu Jabs
- » Ride to Work Scheme
- » Access to a discount site for things like eating out, health and leisure etc.
- » You will also have access to the 24/7 Employee Assistance Programme.
- » Excellent staff facilities

If you are interested in joining the Greenergy team, please submit a current CV along with a cover letter in support of your application. Applications without a covering letter will not be considered.

Please note, due to the volume of applications we regret to advise you that we are unable to respond to Candidates who are not short listed for interview.

NO AGENCIES - Thank you.