***Salary: Basic salary + competitive commission***

***Setting:***

*Based in our Chester Office.* Christie Finance Unsecured sits as a separate operational department within Christie Finance. Christie Finance is a long-term business with long-term goals – not just for our clients but also for our employees. We invest heavily in training for our staff, and all members of our team maintain their skills through a programme of Continuing Professional Development. We are a vibrant, progressive business and we’re on a mission to make commercial finance simple and straightforward for our clients.

***Purpose of Job***

To generate opportunities for the business to assist both existing and new clients in obtaining finance in the format of unsecured loans and asset finance in a timely and professional manner. The ongoing goal is to support train and develop successful individuals to progress into the position of Sales Executive

***Main Duties***

* Completing effective research using the CRM systems and external information to prepare for prospect calls
* Making a high volume of effective outbound calls per day
* Building a pipeline of potential business, ensuring this is targeted on a daily basis
* Using excellent sales techniques to gain interest and recognise buying signals
* Update the CRM and diarising call backs
* Liaising with clients via email and telephone
* Communicating with finance consultants to target specific clients following initial fact find and qualification
* To maintain up to date market knowledge to enable the identification of appropriate solutions for customers
* To maintain ongoing contact with prospective clients (both internal and external) to ensure Christie Finance is foremost in their minds for any business finance opportunity
* To operate in line with FCA Guidelines
* To understand what Treating Customers Fairly means in regard to Christie Finance and embed this fully within the work.
* An understanding of SME business and their typical finance requirements

***General Responsibilities***

* To present and promote Christie Finance as a professional organisation with the highest standards of excellence and client care
* To contribute to the development of Christie Finance’s corporate image and perception as a whole by demonstrating quality, consistency and reliability
* To comply with company policies regarding equal opportunities, Health and safety, Data protection and Environmental impact.
* To fulfil any other duties as may be reasonably expected.

***Person Specification***

* Able to develop strong reciprocal working relationships
* Detail conscious
* Self-motivated
* Driven and energetic
* Determined and resilient
* Honest and trustworthy
* Critical thinking and problem solving
* Organised and planned
* Calm considered approach when handling diverse demands
* A team player
* Interpersonal skills
* Communication skills - listens carefully and gives feedback

***Experience & Qualifications***

* Proven ability in creating new business opportunities from both external and internal relationships
* Experience /knowledge of unsecured lending and asset finance
* Excellent English writing and presentation skills
* Computer literacy - MS Word, Excel and PowerPoint
* Industry Awareness - regulations (TCF, money laundering, FCA etc.)