

ROLE PROFILE

Function	Sales and Marketing	
Job Title	Senior Development Sales Executive	
Grade	C4	
Reporting Lines	Reports to	Regional Sales and Marketing Manager
	Direct Reports	N/A

Aim of the role

To manage and sell homes, working with customers and external parties to ensure smooth transition throughout the home buying process.

Responsibilities and Duties

- Manage and sell the homes on company developments
- Work with customers and external parties to ensure a smooth transition throughout the home buying process
- Manage the on site administration for the sales process
- Maintain Health and Safety standards
- Ensure homes are presented to the highest quality and escalating any issues to the appropriate manager
- The role covers a 5 day week with weekend working as part of the role

Knowledge Skills and Experience

- The ideal candidate must have a proven track record in the sales of homes, preferably new homes
- You must be proficient in sales techniques and conversant with all legal terminology used in the home buying process
- You should be a clear and effective communicator in both verbal and written communication
- You must have a good understanding of lenders and the financial aspects of purchasing a home
- Computer knowledge and a driving licence are desirable

Our Values	
Collaborative	Act as one team Communicate Assume everyone has the best intentions Find a shared solution
Trusted	This starts at the top Ensure everyone feels valued Say what you mean, do what you say Be open and honest
Focused	Make sure we deliver Be present in the process Be thorough and disciplined Understand the end goal