

# ADVERT

## **Agency Sales Manager, Chapel Street Studio**

**Fixed-term 3 months (with potential for extension)**

**Monday to Friday (flexible working)**

**Rate of pay: £12.00 per hour (plus commission)**

**Deadline: Sunday 30th May 2021 at 11:55pm**

We are looking for an experienced and motivated person for the role of Agency Sales Manager at Chapel Street Studio; part of Bradford Co-operative Association.

The Agency Sales Manager is a key role in our organisation and will be responsible for lead generation, sales, and managing this pipeline. Working closely with our members, working groups, and other officers/managers this role will contribute to shaping, integrating and delivering our business, marketing, and sales strategy. Essential to this role will be understanding the skills, capabilities, and capacities of Chapel Street Studio and identifying how these can be most effectively employed to deliver projects of varying scale and scope.

We are looking for someone with 2+ years experience in working in a sales role, experience managing KPIs to achieve overall sales targets, a proven ability to develop leads and make sales, and the ability to deal with people at all levels. They must be IT literate, confident using new systems, possess impeccable file management standards, and be able to work effectively as an individual as well as part of a team. Ideally, they will have experience working in the creative sector, proven entrepreneurial attributes, and an interest in co-operative enterprise and/or the alternative economy.

References will be required upon appointment.

## **How to apply**

Please send your current CV, a covering letter outlining your skills and experience against the essential and desirable criteria listed in the Job Description and Person Spec, and details of two referees (to be contacted if prior to offer), to [join@chapelstreetstudio.coop](mailto:join@chapelstreetstudio.coop) by the closing date: **Sunday 30th May at 11:55pm**.

**Please note only complete applications will be considered (must include CV and Cover Letter).**

**Interviews will most likely be held the 3rd-4th June 2021.** These will either be conducted in person or via video conference (depending on preference).

**The role will start as early in June as possible.**

We are an equal opportunity employer, striving for diversity. If you require any reasonable adjustments during the application process please provide details in your application.