

# Job Specification

## ARCHITECTURAL SALES MANAGER

**Position type:** Full time  
**Route to market:** New Build

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### Introduction, about us:

Bauder is a leading international manufacturer of building construction materials. We provide our clients with a complete technical roofing solution and package from inception to completion, to meet their every requirement. Our service is centered upon our dedication to provide a waterproofing system that fully understands all the individual issues of any project and fully responds to the needs of the client.

Our flat roof systems are designed to provide a high quality, single source solution for every application and client need. Whether green roofing to bitumen membrane, and from hot melt to cold liquid applied, right through to BauderSOLAR PV panels, giving energy for sustainability.

Bauder flat roofs represent an industry leading commitment to deliver technologically advanced roofing products, which meet the diverse needs of the roofing industry in terms of budget, performance and function of the highest quality. The Bauder name is synonymous for quality, design and service.

Our people focused culture originates from a strong family ethos and the belief that our success is determined through our people, who are at the very heart of what we do. We place great attention to detail on recruiting the right person, team fit is as important to us as skillset and people join us for a career and not just a job. We have fun whilst we work and reward, recognise and develop the capabilities of our people. The commitment from all our people undoubtedly drives the high levels of business performance and success enjoyed today.

**'you work with friends not colleagues' (Area Technical Sales Manager)**  
**'the Company really looks after you as a person' (Technical Administrator)**  
**'there is a strong commitment to employees and sense of trust and fairness' (Manager)**

Would you like to be part of an extremely successful, team spirited business, with a motivated people driven culture? A business which focuses upon building your career, supporting and encouraging your development and fostering autonomy, ownership and accountability. We offer a highly competitive remuneration package and lifecycle of benefits, designed to protect you and your family. Our accolades validate our employer credentials, we are the first in our sector to be awarded the prestigious Investors in People Platinum award and are proud to be one of only 78 Platinum accredited organisations in the UK.

**INVESTORS IN PEOPLE™**  
**We invest in people** Platinum

### **Role Objective:**

Originating from an Architectural and proven specification Sales background a technically biased candidate is sought to join our highly successful Technical Sales Team, reporting into the Regional Manager. Candidates should possess a team orientated, pro-active and motivated approach and enjoy autonomy to manage territory and achieve new build sales in-line with sales targets. The emphasis being upon building strong relationships, ensuring reciprocal business, thus expanding client base and increasing turnover to the region. The role has a new build focus and candidates must possess strong influencing and negotiating abilities not only through Architects but via Main Contractors and Approved Roofing Contractors.

### **Profile:**

Candidates must possess the following:

- Professional, friendly and resourceful approach with outgoing personality and strength of character
- Ability to self-manage and self-motivate to drive results
- Proven track record in technically focussed specification sales, business development and account management within the building envelope
- Proven commercial awareness
- Management of customer relationships and strong networking abilities
- Strong interpersonal skills
- Excellent presentation and communication skills - written, verbal and listening.
- Outstanding interpersonal skills.
- Ability to communicate at all levels within an organisation, internally and externally.
- Proven negotiator
- Strong team player
- Positive, proactive mindset
- Approachable, engaging and outgoing personality
- Ability to work in a fast-paced environment with cross-functional teams.
- Full clean UK driving licence.

### **Outline of Responsibilities/duties:**

- This project orientated role requires the candidate to be well versed in selling via the sales specification route
- Oversee project procurement from outset to conclusion with a strong tracking and project management emphasis
- Specification sales to specifiers whether architects, surveyors, local authorities, building owners or main and approved contractors

### **General administration:**

- Production of specifications, inspection reports, surveys and guarantees - tracking and progressing accordingly
- Responding to administrative requests in a timely and efficient manner
- Utilising Company database to glean information
- Prepare and deliver CPD seminars / presentations
- Liaison with the Marketing Department / external telesales and internal teams
- Liaison with the Technical Department – Technicians and Administrators to resolve technical queries and progression of detail drawings.

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