



WEEKEND OFFICE SALES ADMINISTRATOR

Teamworks Karting is one of the UK's fastest growing indoor karting companies. Teamworks manages 4 go karting tracks and 2 laser tag arenas, plus a vRacing centre from its Birmingham Head Office.

We are expanding our busy Head Office Sales Team.

Hours: Weekends, 9am-6pm.

JOB DESCRIPTION:

- Answering incoming telephone calls and booking customers in to race
- Process and close incoming sales enquiries, both on phone and online
- Meeting, greeting and booking in karting & conferencing customers
- Showing potential customers around the facility
- Making outbound telesales calls
- Following up events and nurturing repeat business
- Organising test sessions for interested customers
- General reception duties
- Ad hoc admin & promotional tasks





CANDIDATE PROFILE:

- Previous telesales experience
- Must be lively, flexible and hugely enthusiastic individual
- The ability to multitask in a fast moving environment
- Excellent communication skills especially on telephone
- Strong computer skills including a good knowledge of MS Office
- Enjoy working in a team but thrive on personal results
- Results focused. A generous commission package applies, so candidates must be hungry to make sales.

BENEFITS:

- Competitive hourly wage plus **uncapped** sales commission
- Paid holiday

TO APPLY:

Email your CV, with a covering letter explaining what makes you the ideal candidate to succeed in this role, to bavers@teamworkskarting.com

