



HAWKINS VEHICLE LEASING

CAREERS OPPORTUNITIES

Are you ready for a new challenge? We're recruiting...

Are you a pro-active, positive and motivated person looking to work for a company that rewards your hard work? If yes, come and join our team.

Following a successful period of growth we have several vacancies for self-motivated, dynamic and professional individuals to join our expanding team.

Current Vacancies...

Sales Executives

Location: Malvern, Worcestershire

Salary: Basic + Uncapped Commission (Realistic OTE £30k - £40k pa)

Duties Include

- Optimising and qualifying leads from a number of incoming sources, negotiating and building rapport via the telephone and ultimately converting them to sales.
- Identifying new markets, establishing relationships with new customers and building a database.
- Provide excellent customer service.
- Maximise sales and commission earnings.

Applicants

- Experience in a competitive sales environment and a working knowledge of the Motor Industry would be a distinct advantage but is not imperative.
- Confident and outgoing personality with the drive, ambition and determination to close deals.
- Must have the ability to work under pressure, meet deadlines and have good communication and organisational skills.
- Good knowledge of and the ability to use Microsoft Office packages is essential.

Hawkins Vehicle Leasing

- Reporting directly to the Sales Manager.
- You will be incorporated into a fun, dynamic, fast growing office and given the tools to exceed your sales targets.
- Full Training provided.
- Strong emphasis on personal development and future career progression.

To apply, please send your CV and covering letter of application to:

Ken Offin
Director
Hawkins Vehicle Leasing
73 Church Street
Great Malvern
Worcestershire
WR14 2AE

Or alternatively, email: careers@hawkinsvehicleleasing.com



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Trainee Administrator

Location: Malvern, Worcestershire

Salary: Basic + Bonus (negotiable according to age/experience)

Duties Include

- Providing effective support to the administration team.
- Order processing and management.
- Contact with customers, finance houses and franchised dealerships.
- Provide excellent customer service.
- Other general administrative tasks.

Applicants

- Good knowledge of and the ability to use Microsoft Office packages is essential.
- Must have a good telephone manner.
- Must have the ability to work under pressure, meet deadlines and have good communication and organisational skills.
- Previous experience is not important.

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- Reporting directly to the Administration Manager.
- You will be incorporated into a fun, dynamic, fast growing office.
- Full Training provided.
- Strong emphasis on personal development and future career progression.

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Hawkins Vehicle Leasing are an ambitious, successful and lively company who can offer great career opportunities. If you possess drive, passion and resilience in equal measure and are interested in playing an integral role within our company we would like to hear from.