

Sales Operation Manager – SME IT Software Company in Financial Services

Job Description

Position: Sales Operation Manager
Hours: 40
Days: Monday to Friday
Hours: Full time
Location: Newbury, Berkshire

The Company

EValue provides market leading financial modelling solutions. Our tools and solutions are designed to engage and inform investors about the potential risk and return from different investment choices they will need to make. EValue supports over 80% of UK financial services institutions and many large employers with our solutions.

The Role

The purpose of this role is to support the sales and business functions in maximizing their efficiency and achieving their targets/KPI's through improving ways of working, processes and systems.

With responsibility for the Sales Administrator, you will need a solid knowledge of sales methodologies, sales behaviour, sales processes, as well as data modelling and analytics. You will be required to report on data to the Sales Director and to other business leaders as required.

You must have strong analytical skills, be detail oriented and possess excellent collaboration skills to form relationships across the organization. You will become a trusted advisor and "go-to" person for the business leaders and teams they support. You must be exceptionally organized and work extremely well managing competing deadlines.

You must be confident with technology, strong operationally, collaborative in nature, and skilled at project management. Although this role is very structured you will also need to be able to be creative, thinking outside-of-the-box.

Key Responsibilities

- Helping develop the sales capability of the business;
- Working with the sales team and individuals in achieving their objectives and KPI's; Working with the Sales and Trading Functions in developing their sales processes and systems
- Working with the Sales team in identifying new ways of working;
- Supporting the Sales team and implementation of best practice; Mapping and creating an action plan to reduce risk from a sales and operational perspective;
- Review progress of sales performance and strategies with the Sales Director;
- Forecasting / targets definition: understand the potential of each customer and drive resource availability to maximise revenues;
- Analyse existing gaps and define improvement actions. Identify opportunities to improve performance.

Skills & Experience

- 5 years plus business experience in operations or financial operations
- Effectively work on multiple activities at the one time, setting priority levels and service delivery
- Detail oriented with ability to multi-task with limited to normal supervision
- Strong communication skills both written and presentations
- Strong analytical skills in interpreting data to recommending actions
- Discretion with sensitive information – treating all as potentially confidential and/or proprietary
- Experience working in sales and customer support functions (e.g. Sales, Sales Operations, Business Operations) with proven experience in defining Go to Market Sales models, account allocation, sales forecasting, sales target setting and sales commission design and implementation, experience of implementing new processes, tools and systems a distinct advantage;
- Proficient in MS Excel, Word, PowerPoint, Outlook, CRM's etc.

Relevant competencies

Business and commercial Awareness – Has the ability to contribute ideas to the business. Understands the business and acts on market information.

Thinking and Problem Solving – Has the ability to generate a range of options/recommendations and potential solutions.

Strategic Influencing – Has the ability to understand and choose appropriate strategies to influence.

Performance Focus and Drive – Creates their own measures of performance.