

# SALES MANAGER

## ILKLEY

With extraordinary drive, passion and talent, you'll see instantly why we have become highly regarded within the industry. Providing a full range of estate agency services and expertise, we are now looking for an ambitious Sales Manager to help oversee this established branch and drive the sales operation forward.

### The Role:

- Day to day running and development of the branch;
- Ensuring the branch is equipped to manage the sales workload;
- Working with the Area Director in the development of the business plan;
- Management of the budget, profit and loss;
- Develop and enhancement of the brand;
- Maintaining strong internal and external business relationships;
- Identifying areas of growth and developing this;
- Registering new customers/clients;
- Arranging/conducting viewings on properties;
- Reporting viewing feedback and maintaining regular contact with vendors (sellers);
- Updating company systems with offers received and reporting them to the Branch Manager;
- Negotiating any offers between vendors and purchasers;
- Upselling of conveyancing, mortgage leads and surveys;
- Maintaining sales progression.

The successful candidate should ideally have previous experience within a residential estate agency environment and enjoy working towards and achieving targets. You should have the ability to provide a friendly and professional service, whilst building and maintaining relationships with our clients. This will include updating clients on all properties available to ensure a proactive and efficient service is provided at all times. It is essential that you hold a valid driving licence to enable you to conduct property viewings.

This is a rewarding and varied job role, with excellent opportunities to develop your career.

**If you are interested in applying for this role, please send your CV to [jobs@dacres.co.uk](mailto:jobs@dacres.co.uk) or by post to Human Resources, Dacre, Son & Hartley, Unit 1-5, The Grove, Ilkley, West Yorkshire LS29 9HS.**