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Gutmann.de, a forward-thinking leader in architectural solutions, is actively seeking a dynamic self-driven motivated versatile professional to join our team in the UK as a Sales Project Coordinator. Experience in the window door and façade industry would be a benefit.

This pivotal role requires a candidate who possesses a blend of technical acumen, marketing prowess, administrative efficiency, and sales finesse. We are dedicated to pushing boundaries and shaping the future of architectural fabrication, and we need an individual who shares this commitment. You would be working alongside the Country Director for UK and Ireland and other Gutmann UK staff however this would be mainly remotely. Communication is key and as such this would also be via Teams video calls and mobile communications.

Sales Project Coordinator - UK

Key Responsibilities

Technical Onboarding and CAD Expertise:

- Demonstrate advanced technical skills to facilitate the onboarding process for fabricators, collaborating seamlessly with project stakeholders.
- Leverage CAD overlays to enhance project visualization and communicate intricate technical details effectively.

Marketing Drive:

- Harness marketing skills to curate and manage the company's online presence, including the website and social media channels.
- Spearhead the creation of compelling marketing content and collateral, elevating our brand image and engaging our target audience.
- Organize and coordinate customer events, leveraging marketing materials to create impactful experiences

Administrative Excellence:

- Exhibit strong administrative skills to efficiently organize track and trace orders and communicate progress to customers / stake holders. Manage back-office operations recording through the CRM system.
- Foster clear communication channels with Weissenburg Customer Service, ensuring a seamless and customer-centric experience.

Sales Outreach and Relationship Building:

- Showcase exceptional sales skills to engage customers past and present through your network in geographically distant areas, driving sales growth and expanding our market research and reach.
- Cultivate and maintain robust relationships with clients, understanding their unique needs and providing tailored solutions within given timescales.



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Qualifications:

- Demonstrated tangible skills in Business Administration, Marketing, or a related field.
- Proven experience in a multi-faceted role, highlighting proficiency in technical aspects and CAD utilization.
- Excellent communication and interpersonal skills.
- Ability to work remotely and independently, managing concurrent tasks effectively.

Willingness to travel for sales-related activities across the UK, and to the UK office in Poole, Dorset.

Attributes:

We are seeking an adaptable and solution-oriented individual with a proactive approach to problem-solving. The ideal candidate will possess not only a good working knowledge but also practical experience in utilizing CAD overlays for project enhancements. Strong organizational skills, coupled with a customer-centric mindset, are crucial for success in this role. A knowledge and the ability to use foreign languages would be beneficial but not mandatory.

How to Apply:

Prospective candidates are invited to submit their comprehensive resume and a detailed cover letter outlining their relevant experience, with a specific focus on CAD proficiency and its application in previous roles. Please send your application to barden@gutmann.co.uk

Application Deadline: 26.01.2024

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