

Preston Street Films

Sales Agent/Lead Generator

To apply send a cover letter detailing why you'd be perfect for this role and a C.V. to film@prestonstreetfilms.com

Outline job description

We are looking for a dynamic, driven Sales Agent/Lead Generator to support the growth of a busy documentary and branded film production studio in Exeter. Highly driven and goal-oriented you will use your sales experience and negotiating skills to generate new leads and prospective clients for the Studio Directors. The aim of the role is to increase production opportunities and generate positive ongoing working relationships with regional and national companies and brands.

Job Details

Length of Contract: 6 months, with possibility of extension

Job Title: Sales Agent/Lead Generator

Hours per week: 22 (flexible working pattern for the right candidate)

Salary: £18,000 - £20,000 basic salary pro rata (depending on experience), OTE £40,000+

Location: 45 Preston Street, Exeter

Timescale

Deadline for applications: 22 October, 2019

Context

Preston Street Films is a documentary film and branded content production company committed to making excellent and ground-breaking films. Located in Exeter, but with a global reach, Preston Street Films has a small and dedicated team of experienced film makers. This job would suit someone with a desire to promote and generate sales for a creative film company that is looking to grow.

Job purpose

To research and generate new leads for the film production studio and support the Company Directors in networking and marketing activities where required.

Key Responsibilities

- To research and generate new sales leads for the company, allocate them to the appropriate Director and facilitate meeting opportunities.
- Contribute to marketing strategies regionally and nationally, both online, in print, on social media and in person at networking events where required

Main Tasks

- To research new leads and sales prospects across various industries
- To make phone contact with external companies, broadcasters and agencies in order to set up meetings with the company's creative team
- To promote Preston Street Films' production services
- Receive and respond to incoming emails, post and phone calls and direct them to the right member of the team.

Other Tasks

- To contribute to the company's social media and web content
- To greet visitors to the office and make them feel welcome and comfortable.
- To support with studio administration where required, such as diary management, meeting room bookings, travel and accommodation coordination for the team during production.

Skills and Experience

- At least 2 years experience and proven success in a sales and/or lead generation environment
- Experience of tele-sales
- Excellent IT knowledge (PC and Mac)
- Excellent communication skills, both oral and written
- Excellent administration skills
- Ability to work under pressure and prioritise tasks
- Excellent literacy and numeracy
- Some knowledge of the film production process a plus

Personal Attributes

- You are ambitious, persuasive and personable
- You are resilient, with a sense of humour
- You enjoy a challenge and strive for excellence in all that you do
- You are a caring and supportive team member

Contact

If you have any questions or would like to discuss the role, please contact the Preston Street Films team on 01392 949005 or film@prestonstreetfilms.com