



INTERNAL SALES EXECUTIVE

Vacancy: Internal Sales Executive

Location: Sales Office - Maidstone or Kilmarnock

About Us:

Glenfield Invicta provide end-to-end project solutions, from initial survey and design to commissioning and long-term asset management. They are part of the AVK Group, a global leader in high-quality valves and hydrants for water, wastewater, gas, and fire protection. As part of our rapid growth, we are recruiting for a Lead Site Technician covering the Northwest of the UK.

About the Role:

As an Internal Sales Executive, you will provide key support to the Sales function by handling customer enquiries, preparing detailed quotations, and ensuring a professional, efficient service. Acting as a central point of contact for customers, you'll play a critical role in reinforcing our brand reputation and helping to drive both customer retention and new business development.

Key responsibilities include, but are not limited to:

- Sales Support: Respond to incoming enquiries and prepare tailored quotations and bids for key sectors, including clean & wastewater, dams, hydropower, and infrastructure.
- Customer Engagement: Handle customer queries and orders professionally and efficiently to build confidence and satisfaction.
- CRM & Admin: Maintain accurate project records in the CRM system, logging and closing opportunities appropriately.
- Collaboration: Work closely with the UK Sales Team and internal departments to support customer retention and identify new opportunities.
- Compliance & Safety: Ensure adherence to company procedures and Health & Safety regulations.
- Continuous Improvement: Identify opportunities to streamline commercial processes, reduce costs, and enhance customer experience.

About You:

You are a proactive and customer-focused individual with strong communication and organisational skills. You take pride in delivering a high standard of service and are comfortable managing multiple tasks under pressure. Your ability to work collaboratively and your keen attention to detail make you an asset to any sales team.

What We Offer:

- An important role within a successful and growing business, with clear prospects for career progression
- A culture of promoting personal development, with ample opportunity for training and earning qualifications
- Incentive scheme
- Employee Assistance Programme (Welfare and Wellbeing)
- 33 days holiday (including statutory Public Holidays)
- Life Assurance plan (x3)
- Company pension plan
- Discounts and cashback across many high-street and online retailers (Supermarkets, Entertainment, Fashion, Days Out, Technology, Home, and Travel)

WORKING HOURS:

- 38 hours per week

We know that our people make the difference in the AVK Group, and we are looking for skilled, passionate, and driven professionals to work with our inspirational leaders; to promote our culture, enable change and champion a lean environment.

APPLY NOW - Please send your up-to-date CV to careers@avkuk.co.uk

