



Sales & Project Support

Kwik-Klik Systems is one of the leading hoarding companies in the UK. We are the original pioneers and innovators of fast-fit sustainable modular hoardings and have our own in-house Graphics department. We supply and install across multiple sectors including Retail, Construction and fit-out, Health, Transport, Commercial and Hospitality.

We are currently looking for an ambitious person to join our projects and contracts team.

Title: Sales & Project Support – Full-time, Permanent

Based: Bradford, West Yorkshire – office based

Salary: Competitive

Hours: Monday to Friday 8am – 5pm

Roles & responsibilities

- Support the Contracts Director and Project Managers
- Dealing with incoming sales calls and enquiries
- Building customer relations
- Quickly develop product/service knowledge (training will be given)
- Estimating and quoting
- Order processing and requisitions for warehouse
- Submission of RAMS/permits for projects on a daily basis

Experience and Skills:

Previous experience in the hoarding or construction sector an advantage but not essential

- Good time keeping and attendance
- Confident telephone manner
- Effective written and verbal communication skills
- Competent using Office 365 and associated programmes
- Task related numeracy skills
- Organised and able to work to strict deadlines
- Understanding and implementation of production planning and scheduling
- Excellent attention to detail and accuracy
- Positive attitude and a willingness to continuously improve
- Thrives when working in a fast-paced environment.

For the right person, we believe this position will have a clear career pathway to becoming a Sales and Project Manager at Kwik-Klik. Please email your CV and cover letter to careers@kwik-klik.co.uk

We are committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, race, religion or belief and marriage and civil partnerships.

The original pioneers and innovators of sustainable modular hoardings

Kwik-klik Hoardings Ltd
7 Bolling Road, Bradford, W Yorkshire, BD7 4HN