



3Pdirect.co.uk

The Print & Packaging People...

3P Direct Ltd
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Print Executive /Manager – ukprintprice.com

The Print & Packaging People (3p Direct Ltd) are looking for an experienced Print Executive to join our expanding ukprintprice.com team. We ideally require someone with sales or customer service experience in digital or litho printing. ukprintprice.com has seen considerable growth by being able to provide customers with a very broad range of printed and promotional products. We offer in house design, considerable storage and distribution resource as well as in-depth product knowledge and experience of the print industry. While a print based skill set is preferable for this particular position, a flexible approach is also required and we will provide sales training on a wide range of products including promotional products, large format and point of sale.

Key Responsibilities

*Working in a busy team of four people, the role is office based and a mixture of sales and customer service. Several enquires are received daily by email, telephone and via the web site. By using our quoting system, you will be required to provide quotes to both new and existing customers.

* You may be required to provide samples, follow up on quotations and consult our design department to assist with customers' artwork. When the quotations progress to orders, you will proof the job, get customer approval and liaise with our suppliers. The final stage is to either take payment on a pro- forma basis or larger customers tend to be on account.

* A good commercial understanding and an organised nature is required to manage several jobs at the same time and develop relationships with existing accounts as well as developing new accounts. We have a culture of advising our customers on best production practices, getting them the best prices and reacting to tight production lead times. On larger jobs we often obtain prices from both the UK and Far East suppliers.

To apply, please email your CV to Richard Tyler at r.tyler@3pdirect.co.uk