



Become part of our SWARCO team as

# Commercial Manager

**Location: Hemel Hempstead, United Kingdom | Full time**

## Your Challenge

We have an amazing opportunity for a **Commercial Manager** to join our APT Skidata team. Based in Hemel Hempstead. In this role you will effectively review contracts and commercial documents in a timely manner, offering professional opinion. Enhance focus, details and recording of quotations and tenders. To deliver commercial support solutions to the Business. Ensure requests for information from the Sales Team/clients are answered in a timely manner for all Bid Responses. Support for Sales Team and for Customers

### Key Responsibilities

- Receive and log enquiries
- Liaise with Sales Team
- Negotiate Contracts with customers and suppliers with respect to the business's terms and conditions, safety, lead-time, cost and quality objectives
- Coordinate enquiry, order reviews and project reviews
- Deliver savings and performance improvement benefits
- Document any special project requirements, collaboration with all aspects of projects where they need any support, especially on technical aspects
- Ensuring the Sales Team are supplied with relevant documentation to support their discussions with clients i.e. up to date terms and conditions
- Working with Sales Team in the design of new systems ensuring their effectiveness
- Ensure the system is delivered as per customer specification
- Document any special project requirements
- Communicate with internal and external customers, ensuring all needs and expectations are met

## Your Profile

### Essential

- Proven experience in a commercial/ sales or procurement role
- Negotiation, communication, and supplier management skills
- Contracts management including negotiation, drafting and ongoing management of contracts
- The ability to deal with a wide variety of commodities and preferably within a broad range of areas included but not limited to Technical, IT, Networks, Construction, Civil Works, & Manufacturing
- Experience in the negotiation, drafting and ongoing management of contracts, for sales and purchasing
- Educated to degree level or equivalent, preferably in a sourcing/supply chain or other relevant discipline
- Ability to communicate with all levels of both internal and external contacts
- Right to live and work in the UK
- Full UK driving licence
- Ability for national travel, including overnight stays

### Desirable

- Experience of contracts involving FTS and industry standard contracts highly desirable
- Affiliation to a recognised sales / purchasing association

# Your Benefit

As well as providing a competitive salary and benefits package, we actively run employee opinion surveys as part of our drive to provide a comfortable and supportive working environment. We will support your development and you will also receive:

- Competitive salary
- 25 days holiday rising to 28 days with bank holidays in addition, plus the option to buy agreed number of days
- Your Birthday off
- Employee discount scheme with discounts online, in high street stores, cinema, holidays, restaurants and many more
- Generous employer pension contributions
- Employee Assistance Programme
- Life assurance up to 6x salary

## Interested?

**Apply Today!** We will acknowledge receipt of your application and be in touch if you are successful.

**Applications are shortlisted on a rolling basis, and we reserve the right to interview and appoint before any advertised closing date. We therefore, encourage you to apply at the earliest opportunity to avoid disappointment. Applications received after the closing date will not be processed.**

We have a responsibility to ensure that all employees are eligible to live and work in the UK, therefore successful candidates must have the right to work in the UK by the start of their employment. We are an equal opportunities employer. Please note that Apt Skidata are unable to provide UK Visa Sponsorship.

*Agencies, please note, that should we require recruitment agency involvement, **we will contact the agencies on our PSL**; we would ask that you respect the relationships we have already built with these suppliers. If an agency submits an unsolicited CV to any partner or employee of our company for a role we have not actively engaged with you on, you should be aware that they have no authority to enter into an arrangement with you and we will consider the CV a gift! We will not be liable for any payment you charge in relation to it.*

#LI-GB1

Become a part of SWARCO. We look forward to receiving your comprehensive application via the online tool.

Apply now

### APT Skidata

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*Information on processing of your personal data is available [here](#).*