

TRAINEE SALES REPRESENTATIVE – JOB DESCRIPTION

Key remit of role:

Reporting to our **Sales Director (Construction)**, you will be responsible for the North Scotland area in identifying sales and winning new business to assist the Company achieve its commercial growth and financial revenue.

The role is full time of 39 hours per week based at our Blairgowrie depot and requires spending a percentage of your time travelling within your designated area to fulfil the requirements of the role, which may vary from time to time.

What you will be doing:

When you join us as a Trainee, you will have a bespoke learning and development plan which will be overseen by our Sales Director. You will also have a mentor (our Sales Representative in the Blairgowrie depot) to support and provide guidance for you at a local level. You will:

- Actively seek new sales opportunities through networking, engagement, cold calling and visiting sites to meet with customers. This may also include providing an operational overview on the different types of construction machinery
- Selling construction machinery (new and used) directly to customers within your designated area to achieve (or exceed) your targets set by your manager
- Acting as the sales focal point for customers and the Company within your designated area
- Attending shows and events throughout the year that Gordons are attending or exhibiting at to promote the Company brand and products – these are sometimes in the evenings or at the weekend, such as The Highland Show or open nights at depots
- Attending and supporting with manufacturing product training and launches – which may include overnight stays when required, depending on the location
- Building and maintaining long-term relationships with new and existing customers
- Engaging with Sales Director to guide and support with negotiating prices in order to win business and closing of deals
- Providing regular sales updates to support forecasting and revenue
- Updating our systems with accurate customer and sales data
- Managing a stock inventory of new and used construction machinery
- Ensuring that customer service and experience is delivered across the team
- Following sales processes that support consistency of tasks across the team

We would like you to have the following:

The main requirement we are looking for, is for someone who has an appetite to learn, develop and grow into a Sales Representative role with us at Gordons.

- If you have previous Business Development, Relationship Management or Account Management experience already, that's a bonus, however, it is not an essential requirement
- An understanding of the construction industry and heavy plant machinery is advantageous
- Customer focused mindset with the ability to think outside the box to support our customers
- Self-motivated, highly organised, multi-tasker that can work independently and as part of the wider sales team
- Strong communication skills with the ability to build rapport and relationships with colleagues, suppliers and customers
- A positive, can-do attitude and approach

- A team player who can engage and support colleagues when it may be required
- A solutions focused mind to problem solving
- Competent IT skills, particularly M365 suite and for updating any internal systems
- Be curious and confident in asking questions to learn, progress and grow with us
- A drivers licence as you be driving as part of your role

What you will get from us:

- A basic salary of **£28k to £30k** per annum (depending on experience) plus commission which would be scaled after 6 months of learning in the role
- 30 days holiday (inclusive of public holidays) - increasing with years of service
- Company pension - 3% employer contribution
- Health & Wellbeing Employee Support Programme
- Refer a friend scheme
- Company car
- Company mobile phone and laptop
- Company branded clothing
- Training and development opportunities

How to apply:

To apply for this position, please send your CV and cover letter/email by **Friday 28th August 2026** to teresa.robertson@jgordon.co.uk

**Please be advised that this advert may close prior to the closing date stated above if a high number of applications are received. If you are interested in this vacancy please apply as soon as possible.*