

voco Reading Hotel has a fantastic opportunity to join the team as a Sales Executive

voco Reading, adjacent to Reading Select Car Leasing Stadium, our modern hotel has thoughtful touches and distinctive design, guests can take advantage and enjoy our leisure facilities with a swimming pool, sauna, jacuzzi, and gym. The hotel invites you to enjoy the voco Life at the Atrium Bar and the brasserie-style restaurant Le Café.

The Sales Executive is responsible for the overall achievement and delivery of the sales for voco Reading Hotel. Maximizing sales through structured sales planning and action to achieve/exceed budgeted targets in all revenue areas.

Reporting to the Director of Sales, the Sales Executive will be responsible for introducing clients and arranging show rounds at the property, selling all of the facilities of the hotels and ensuring high levels of customer service. You will be responsible for proactive sales, ensuring RFP deadlines and submissions are met, networking events and live or virtual appointments as well as the delivery of new direct and pipeline business in line with hotels business needs and budgeted sales.

So what's in for you:

- Competitive Salary
- 28 days holiday each year, including bank holidays, this increases up to a maximum of 33 days (Pro Rated)
- Worldwide employee and friends & family hotel room rates
- Employee assistance programme 24/7
- Recognition programmes
- Opportunities for career progression and to transfer around the world
- Meals whilst on duty
- Opportunities to get involved in our charitable and community activities
- **Most importantly, we'll help you grow, and develop you as an individual**

What we need from you

At voco Reading, our shared mission is to make lives better through heartfelt human connections. This emotional investment drives all that we do, and it's why you'll love the work, too. Our colleagues are empowered and encouraged to act from the heart, to go above and beyond to create ridiculously personal experiences for each other and our guests.

To succeed in this role you will need:

- A track record of sales achievement with at least 2 years' experience in the service and hospitality industry is essential for this role.
- You will have strong strategic planning skills, ability to look ahead and strategies in place to support the plans.
- Should have a strong MICE selling background
- A degree of knowledge of all market segments i.e. corporate, conference and leisure is crucial
- You should have a well-developed commercial acumen and ability to take calculated risks.
- Excellent presentation and communication skills are key.
- It is essential that you can work well under pressure, with minimal supervision and maintain high standards and attention to detail.
- Microsoft package skills and Opera knowledge (desirable)
- Demonstrates relevant cross-functional experience and/or in depth knowledge of relevant functional topic
- Proven track record of delivering results

Do you have what it takes to be our Sales Executive?
We'd love to hear from you.

Please click 'apply' now!

You must meet the legal requirements to work in the UK.