



**JOB DESCRIPTION**

<b>Job Title:</b> SALES EXECUTIVE	<b>Function:</b> UAE SALES
<b>Reports To:</b> SHOWROOM MANAGER	<b>Location:</b> DUBAI SHOWROOM

**SUMMARY:**

The Odd Piece/The Rug Company in Dubai is a high level Interior design one stop shop for Rugs, Furniture, Lighting and Home Accessories. We recently opened a beautiful showroom combining the Odd Piece and The Rug Company under one roof. We are located in the buzzing Arts & Design District of Al Serkal Avenue, in Al Quoz. The Rug Company designs and makes the some of the most stunning and modern-classic high quality rugs in the world. The Odd Piece is the only vintage furniture and lighting concept in the UAE where one can also find modern pieces and home accessories. We are looking to add a highly motivated team player to join our sales team in Dubai, in the position of Sales Executive. It will be a fun and rewarding role involving clients, sales, Business development, product and design aspects of the job.

**MAIN DUTIES/RESPONSIBILITIES:**

- Sales generation and discount management
- Nurturing customer relationships to build repeat business and support long term sales growth.
- Providing exemplary customer service “above and beyond”, including Home Approvals and guidance through the design process as appropriate.
- Maintaining showroom standards (visual merchandising etc.).
- Ensuring all processes, paperwork etc. are kept accurately and up to date.

**COMPETENCIES AND PERSONAL ATTRIBUTES:**

- Previous sales experience essential
- Experience of high-end retail /interiors /design is preferable.
- Full, clean UAE driving license.
- Strong desire to sell; but also an ability to listen, guide and build relationships.

- Confident and well presented.
- A flexible “can do” approach and prioritises clients’ needs.
- Well organised with good attention to detail.
- Works well as part of a team.
- Interested in arts, design & interiors.
- Fluent written and spoken English, with foreign languages a plus.
- Preferably a male salesperson.
- Computer skills – good knowledge of Word, Excel and Powerpoint.