



Job Title: Sales Advisor

Department: Dezrezlegal

Location: Swansea, SA1 (Remote work available post-induction)

Term: Permanent

Hours: 10am – 6.30 pm Monday – Friday

Salary: On Target Earnings £34,500 (Basic: £22,500)

A Bit About Us:

Dezrezlegal is an independent legal firm helping people to buy and sell their homes across England and Wales. We are looking for a confident person to join our friendly and ambitious team and represent our brand to industry partners and potential clients.

Main Purpose of the Role:

The Sales Advisor is the first impression of our business for potential customers. They are responsible for speaking to potential clients looking to buy our legal services via our referral, email, and telephone channels in a helpful, friendly, and professional manner. There is no requirement to cold call, all our potential clients have requested an estimate for our excellent conveyancing services.

Key Responsibilities:

- Outbound calls to prospective clients to discuss their conveyancing estimate and provide benefits of our service.
- Follow up with potential customers effectively to increase lead conversion.
- Answering inbound calls.
- Responding to email queries.
- Maximise conversion from lead to sale to achieve sales targets.
- Collecting accurate client data for initial document distribution.
- Deliver top-tier customer service to clients and introducers.
- Develop productive relationships with introducing partners to maximize lead provision and conversion.
- Actively contribute innovative ideas for departmental improvement.
- Maintain accurate and updated records on our bespoke internal case management system.

Skills & Attributes:

- Essential: Previous experience in a targeted telesales/sales role.
- Strong, approachable communication skills.
- A people person.
- Excellent organizational skills.
- Target-driven with a positive and enthusiastic demeanour.
- Collaborative team player with initiative.
- Customer service-oriented with a commitment to delivering outstanding results.
- Demonstrates common sense.
- Proficient in IT.

Benefits

- Hybrid/Remote working
- Up to 28 days Holiday (plus bank Public Holidays)
- Christmas shutdown
- A day off to celebrate your Birthday
- Private Medical Insurance (from 1 year employment)
- Additional days off for life events
- Development opportunities for career progression
- Recognition events