



The Role

We are looking for a Sales Operations Executive with relevant operations experience and transferable skills.

The Business

A fantastic opportunity to join Laine Brew Co, one of the fastest growing craft breweries in the UK with 50% year-on-year growth. Now is an exciting time to join our team with the plans to take our young, fun and modern beer to the forefront of the industry.

Born from the inspirational pub and beer scene of Brighton, Laine Brew Co produces a broad range of authentic and innovative craft beers in keg, can, bottle and cask. Laine sells its product to a broad range of customers across on and off trade.

We are now recruiting for a Sales Operations Exec which is a key role in the smooth running of the organisation. The position will be based at the Redchurch brewery in Harlow, Essex which is now part of the Laine Brewing Company.

Job Duties

- Set up new accounts, new products, and pricing in the Laine systems (including Salesforce, Sellar, Kitchen Cut, NAV system)
- Process customer orders and ensure the accuracy of information in the systems.
- Invoicing for selected accounts on self-billing platforms (Stonegate, Asda)
- Produce weekly reports on sales and stock
- Proof of delivery checks for all orders
- Manage returns and ullage
- Liaise with suppliers and wholesalers on stock management

Skills and Qualifications

A knowledge of the brewing industry and Laine systems is advantageous but not essential. The individual will require a range of skills: -

Organised and structured, task oriented, great verbal and written communication, strong numeracy skills and computer literate (especially Microsoft excel). The candidate will need to be customer focused with strong administrative skills and high attention to detail.

Salary

£25-30k annually with holiday (20 days plus BH), pension, and staff benefits.

Location

Based at the Redchurch Brewery in Harlow, Essex with the option to work from home 1-2 days/week.

Applications

Send your CV and covering letter by e-mail [here](#)





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BREW CO.

