

**Title: SALES REPRESENTATIVE**

**Location:** Nottingham City  
**Hours:** Full-Time (40 HOURS, includes 30 minute lunch break)  
**Salary:** From £24,500 (negotiable based on experience)  
**Start Date:** By arrangement

**DESCRIPTION**

*Join an award-winning brewery with a passion for beer and people.*

Castle Rock Brewery, recently crowned Pub Group of the Year (*National Pub & Bar Awards 2024*), is on the lookout for a confident, motivated and team-oriented individual to join our Sales Team.

This is more than just a sales position, it's an opportunity to represent one of Nottingham's most iconic and longstanding breweries. You'll play a vital role in driving new business and supporting existing customers, maximising sales and helping deliver exceptional service across the pub and hospitality industry.

The **Sales Representative** role includes both responsibilities out of office and out of hours, as well as office-based duties, offering the successful candidate a diverse and interesting work life. The ideal candidate will enjoy building relationships with others, creating connections with customers that can last a lifetime.

**KEY RESPONSIBILITIES**

**SALES & CUSTOMER ACCOUNT MANAGEMENT** [External / 'On-Trade']

- 3 days per week as standard (excluding annual leave cover), some evenings required.
- Manage & maximise our existing portfolio of customers.
- Bring on new accounts across pubs, bars, restaurants, and wholesale clients.
- Conduct in-person trade visits and promote Castle Rock brands in the marketplace.
- Capture orders via visits, phone, email, WhatsApp & Sellar.
- Support customer POS, trade promotions, and tap takeovers.
- Build brand awareness with key customers (SIBA, Beer Company, HUK).
- Follow up leads and lapsed accounts.
- Maintain accurate records of sales activity on CRM system (Breww, training provided).

**TELESALES & RELATED ADMIN** [Office-based]

- 2 days per week as standard (excluding annual leave cover).
- Make outbound telesales calls and manage customer email communications.
- Process orders on Breww, Sellar, and other sales platforms (training provided).
- Maintain accurate records of orders, invoices, customer setups, and activity logs.
- Provide cover for team annual leave and assist other departments as necessary.

## EVENTS & BREWERY REPRESENTATION

- Attend and support brewery-led events, trade shows, and festivals (occasional evenings/weekends).
- Assist with invitation management and brewery event coordination.

## WHAT WE'RE LOOKING FOR

- Excellent verbal and written communication skills.
- Flexible working hours.
- Strong telephone manner and interpersonal confidence.
- Experience in telesales, hospitality, or customer service (preferred).
- High organisational skills with attention to detail and accuracy.
- Comfortable working independently and as part of a team.
- Passion and good knowledge of the pub trade and beer in the modern marketplace.
- Good computer literacy – experience with Breww and Sellar is a bonus (training will be provided).
- Full UK driving licence required and own vehicle (personal car mileage allowance).

## WHY JOIN CASTLE ROCK?

At Castle Rock we're built on shared values, great people, and excellent beer. As part of our team, you'll enjoy:

- A varied and dynamic role in a respected, community-led brewery.
- Opportunities to represent our award-winning brand at regional and national events.
- A supportive, collaborative and fun working environment.
- Room to grow with training, mentoring and professional development.
- Flexible working with some event-based evening and weekend involvement.
- Free tickets to a variety of events throughout the year.
- Staff discount on all food and drink across the Castle Rock pub estate.
- Access to retail discounts and salary sacrifice schemes.
- The chance to make a real impact in this beautiful and ever-evolving industry.
- Performance-related bonus scheme.

## HOW TO APPLY

- Email your CV and covering letter FAO Ian Bogie, Head of Sales at [salesmanager@castlerockbrewery.co.uk](mailto:salesmanager@castlerockbrewery.co.uk)
- Applications received before **5pm on Thursday 31 July 2025** will be considered.
- Castle Rock Brewery is an equal opportunities employer. We welcome applications from all backgrounds and communities.
- We will be looking to start interviews w/c 4<sup>th</sup> August 2025.