



Business Development Team Vacancy

Location – Preston



Tom Parker Ltd, a leading UK distributor of over 30,000 fluid power solutions for over 50 years, is seeking a proactive and motivated Sales Support professional to join our dynamic Business Development team.



About the Role

This is an exciting opportunity to work as part of our expanding business development team, supporting our sales operations by handling inbound and outbound customer interactions, processing sales orders, generating quotations, and following up on new and potential sales leads.

The ideal candidate will be an enthusiastic team player with excellent communication skills and a passion for delivering outstanding customer service.

The role is full-time office-based Monday to Friday 8 am – 5 pm. Salary will be commensurate with experience, and benefits will be discussed at interview stage.

Key Responsibilities

- **Lead Management:** Generate, process, and qualify new sales leads while maintaining an organised lead management system.
- **Order Processing:** Accurately enter, manage, and track sales orders to ensure smooth order fulfilment.
- **Customer Support:** Respond promptly to customer enquiries, resolve issues efficiently, and provide exceptional after-sales support.
- **Data Management:** Maintain accurate customer records, update databases, and prepare sales reports to support business objectives.
- **Sales Operations:** Assist in developing sales strategies, streamline sales processes, and support key sales initiatives.
- **Warm/Cold Calling:** Calling potential and existing customers to promote the company and our products, brands and services to contribute towards sales targets and company growth.

About You

- Strong communication and interpersonal skills, with confidence in making outbound calls and handling customer interactions.
- Highly organised, with attention to detail and the ability to manage multiple tasks effectively.
- Experience in sales support, customer service, or a similar role is desirable but not essential.
- Proficiency in CRM systems & Microsoft Office (Excel, Word, Outlook).
- A proactive, can-do attitude with a commitment to delivering results in a fast-paced environment.

Why Join Tom Parker Ltd?

For over 50 years, Tom Parker Ltd has been a leading name in fluid power solutions, known for quality, innovation, and customer satisfaction. Join our team and contribute to our continued success while developing your career in a supportive and collaborative environment.

How to Apply

If you're ready to make an impact and grow with a market leader, please submit your CV and a cover letter explaining why you are perfect for the role to Andy Back:

andy.back@tom-parker.co.uk by Friday 18th July 2025.

We look forward to hearing from you!



www.tom-parker.co.uk



andy.back@tom-parker.co.uk



01772 255109