

Sales Qualifier

- **Location:** Office-based | £10 per hour | (18-21 years old)
- **Hours:** Full Time | Monday - Friday | 8:00AM - 4:30PM
- **Reporting to:** Marketing Consultant

About the Company

A fast-growing property management company that operates within Manchester City Centre is looking for a passionate individual to join their growing team. The business receives over 3,000 rental inquiries monthly, with many properties rented in advance—often without viewings. The company primarily serves students and young professionals, offering high-quality, stylish homes at competitive prices.

The Role

This new role plays a key part in optimising the lead qualification process, ensuring smooth day-to-day operations. Working closely with negotiators and the marketing team, you'll be the first point of contact for inbound inquiries, ensuring leads are captured, qualified, and distributed efficiently.

Key Responsibilities

- Manage and qualify leads from multiple channels (phone, email, website, social media, live chat, WhatsApp).
- Be the first point of contact for inbound calls and inquiries.
- Follow qualification criteria to prioritise high-conversion leads.
- Maintain CRM data accuracy and provide feedback to marketing on common queries.
- Distribute qualified leads fairly among the sales team.

What we are looking for

- Confident communicator with a professional phone manner
- Ability to work independently and as part of a team
- Strong attention to detail and a fast learner
- Motivated to grow and develop within sales & lettings

If you're eager to gain experience in property and sales, thrive in a fast-paced environment, and want to be part of an ambitious team, we'd love to hear from you!