

# Regional Fire Protection Manager – Midlands & North Job Description

## Company Background

The Encon Group is the UK's leading independent distributor of building materials with four specialist distribution divisions: Encon Insulation, Nevill Long Interior Systems, Encon Technical Solutions and Encon Construction Products.

Through our national branch network, we stock and supply an extensive choice of products from trusted manufacturer brands. These include thermal and acoustic insulation, external façade materials, interior systems and finishes, technical insulation, construction products and passive fire protection.

As the Distributor of Choice and Employer of Choice, we take pride in providing the highest level of service and support. Our workforce of approx. 500 people includes knowledgeable and experienced teams dedicated to adding value to customers at every stage of their project.

## The Role

As a Regional Fire Protection Manager, you will promote, support and sell Fire Protection products to meet sales and contribution targets.

## Key Relationships

Externally – Contractors, Customers

Internally – Branch Directors, Branch Specialists, External Sales Team

## Candidate Requirements

Behaviours:

- Customer focussed
- Good communicator
- Excellent negotiation skills
- Results driven
- A team player
- Detail conscious
- Personable
- Business focussed
- Resilient

Skills:

- Highly numerate with strong accuracy and attention to detail.
- Proficient with IT, particularly Excel, Word and Outlook.
- Strong written and verbal communication skills.
- Experienced in sales and the construction industry.



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## Key Responsibilities

### Purpose

- To sell a range of fire protection products required by contractors, products including:
  - Boards
  - Mineral wool
  - Soffit Linings
  - Fire Stopping
  - Fire barrier
  - Cavity barriers
- Support branches with any Fire Protection queries and enquiries.
- Support on Fire Protection projects, enquiries, and customers.
- Look after Ledger with key Fire Protection Contractors.
- Liaise with manufacturers to keep information up to date.

### Accountabilities

- Promote, support and sell Fire Protection products to meet sales and margin targets set by the Business Unit Manager.
- Meet with contractors and other specifiers to discuss the fire protection requirements of specific projects to gain new business
- Train branch staff on Fire Protection products and applications.
- Be aware of branch stock and manage with the Branch Specialist and introduce new lines as required.
- Network with the key influencers in the area to build market understanding and a reputation of knowing the key projects, people and other influences on the fire protection market in the area.
- Give presentations to customers.
- Manage Project Bank
- Demonstrate results driven mentality.
- Maintain personal knowledge and complete ASFP level 3

### Information Management and Communication

- Utilise modern communication tools effectively to communicate with colleagues, customers and managers, record and report activity through e-mails, monthly reports and CRM project system.
- Carry out duties in accordance with the company's policies and procedures to ensure that the job holder and the company meet their statutory and regulatory obligations.

### Contacts

- Provide management and colleagues with information on project opportunities, competition, buying customers, new product and application opportunities identified.
- Liaise with Branch Directors, Branch Specialists and External sales teams on a regular basis.

### Problem Solving

- Required to balance the needs of the customer with the commercial needs of the business in order to achieve sales within margin targets. Logistical concerns of delivery and product availability must also be considered.
- There is also a need to balance customer exposure time with operating within health and safety guidelines and meeting administrative needs of the business.

### Responsibility

- The job holder operates within the company's policies and procedures and within the commercial guidelines set by the FP Business Unit Manager. The job holder is responsible for managing his/her own time and deciding how to develop the business in his/her region.

This list is not exhaustive and may be subject to local variation.



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### Standard Terms, Conditions and Benefits

Working Hours	40
Notice Period	3 Months
Restrictive Covenant	3 Months
Holiday Entitlement	25 Days
Encon Work Save Pension	Yes
Life Assurance Plan	Yes
Bonus Scheme	Yes

### Encon's 'Total Rewards' Package

In addition to the above, our employees also benefit from the following as part of Encon's 'Total Rewards' package:

- Salary Sacrifice Pension Scheme (optional)
- Enhanced Life Assurance for employees enrolled on the Salary Sacrifice Pension Scheme
- Increased Pension Contributions after 5 years for employees on the Salary Sacrifice Scheme
- Increased holiday allowance based on length of service, to a maximum of 30 days leave per annum
- Long Service Awards
- Discounted rates on Private Health Care
- Eyecare Vouchers
- Encon Total Rewards Discounts
- Encon Academy: training programmes through external training providers, in-house training and/or funding towards qualifications in areas of expertise.