



1.61 LONDON

# SALES ASSISTANT

1.61 London are a luxury interior design house and property development firm; we are working on a number of unique and prestigious sites throughout the UK and the world which includes LA, Singapore and Riyadh. We are seeking a Sales Assistant to come into our team.

The role will require the following key areas:

1. Client Handling
2. Pitchbook creation
3. Presenting

We would like to employ someone who is knowledgeable and capable, has a good understanding of all the different levels of the design industry and has the ability to be personable and trusted with clients. You will be precise with your work.

## Qualities

Essential = E - Desirable = D

- E Very good written and spoken English
- E Very personable, able to communicate clearly with all levels of personnel
- E Have precision and be detail oriented
- E Good negotiation skills
- E Smart
- E Trustworthy
- D Experience in the design industry
- D Strong black-book
- D Confident

