BELLS
POWER SPECIALISTS | AN M.C. DEAN COMPANY

Role Information Pack

UPS & Generator Sales Executive

(with Sales Administration)

Hybrid role between home & Belvedere HQ

£45,000 - £55,000

Power the Future. ***Maintain the Past.***

Required Skills & Experience:

- Proven B2B technical sales experience, ideally in UPS, generators, power protection, electrical or mechanical engineering equipment
- Understanding of critical power systems (UPS, standby generation, batteries, switchgear) and the data centre, healthcare, commercial and industrial markets
- Ability to read specifications and drawings and translate customer requirements into technical solutions and quotations
- Track record of meeting or exceeding sales targets and managing a pipeline through a CRM
- Strong communication, negotiation and relationship-building skills
- Competent administration skills: order processing, quotation and contract documentation, accurate record keeping
- Proficient in Microsoft Office (Excel, Word, Outlook); CRM and ERP experience desirable
- Full UK driving licence; willingness to travel to customer sites
- Desirable: relevant technical qualification (HNC/HND/degree in electrical or mechanical engineering) and tender/bid experience

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Work place location & working hours

Office based with regular customer visits and site travel.

Monday to Friday, 09:00 - 17:00 (35 hours per week), subject to confirmation.

Roles & Responsibilities

Sales

- Generate and win new business for UPS and generator products, systems and service contracts
- Develop and manage a sales pipeline, identifying leads and opportunities through prospecting, networking and existing accounts
- Understand customer power requirements and recommend suitable technical solutions
- Prepare accurate quotations, proposals and tender responses; negotiate and close orders

- Build and maintain strong relationships with customers, consultants, contractors and suppliers
- Liaise with engineering, projects and service teams to ensure smooth handover and delivery
- Maintain CRM records and provide regular forecasts and sales reports
- Attend customer meetings, site visits, exhibitions and industry events

Administration

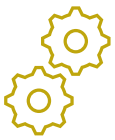
- Raise, process and track sales orders and purchase orders
- Prepare and issue quotations, contracts and order acknowledgements
- Maintain accurate customer, pricing and project records and keep the CRM up to date
- Liaise with suppliers and internal departments on delivery, lead times and invoicing
- Produce sales reports and support diary and meeting coordination

Why join Bells?

For more than 120 years, Bells has been helping to power some of the UK's most iconic developments while delivering critical power solutions around the world. Our success is built on a simple foundation: great people, technical excellence, and a commitment to doing things the right way.



With over 100 years of experience, Bells are one of the UK's most trusted names in power generation.



From major infrastructure and data centres to international installations, our teams work on a wide range of complex and rewarding projects across the UK and beyond.



We provide trusted expertise in the design, pre-fabrication installation, service, and maintenance of standby power solutions.



We invest in our people, providing opportunities to learn, grow and take ownership of meaningful work alongside experienced industry professionals.

Shaping the Future of Power

While we're proud of our heritage, we're equally focused on what's next. Through innovation, digital technologies and forward-thinking engineering, we're helping shape the future of power generation and critical infrastructure.

Stay Connected