

Appointment Setter

We are currently looking for a charismatic, motivated and positive Appointment Setter to join our expanding **Contract Catering** business. You will be based at our head office outside of Oxford, contacting clients to arrange appointments from our extensive database, and liaise with our Operations & Sales team.

This is not a commission based role and instead we offer a **highly competitive salary** of £23k as well as the ability for **flexible working**. The right applicant for this role needs to be:

- Experience in any of the following industries is desirable; recruitment, advertising, media, voice over work
- Build good rapport and relationships over the phone
- Have confident communication skills
- An outgoing personality and great sense of humour
- A positive and tenacious attitude
- The ability to work to target and deadlines
- Not be afraid to call new businesses
- Be passionate and enthusiastic in character

Hours of work: 30 hours, 4 days a week 9:00am-5:00pm (flexible)

Salary: £14.74 per hour / £23,000 per annum

Location: Kirtlington, Oxfordshire

Benefits: 20 days holiday + bank holidays, work place pension, employee benefits package 'Perkbox'.

If you feel that this role might be for you, please forward your CV and we will contact you to arrange an interview should your application be successful.

We know there's more to life than work. That's why when you join Talkington Bates, you will be automatically enrolled onto Perkbox - an employee benefits and wellbeing platform that gives you free access to over 200 exclusive perks, including free mobile phone insurance, discounted cinema tickets and up to 8% off at 20,000 retail stores nationwide. Find out more about all our rewards here: <https://www.perkbox.co.uk/talkingtonbates>