



Orion

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Who We Are and What We Do

Orion building better futures.

We are a multiple award-winning engineering and technical recruitment agency. We work with innovative companies from global players in their markets to fast evolving start-ups.

Working as a trusted talent partner, we help to shape our client's growth by playing a fundamental part in their recruitment strategy.

We are experts in the full life cycle of recruitment - from shop floor to senior level.

As result, Orion has become the trusted recruitment partner of choice to many.

Our Mission is to deliver recruitment excellence by offering Talent Solutions that surpass our clients' expectations.

We positively change people's lives by finding them the right job opportunity and support companies growth by recruiting the right people to ensure that they successfully achieve their goals.



JOB TITLE

Account Manager

SALARY

£25K-£35K Per Annum

*Uncapped Competitive Commission Structure

*Extra Bonus Incentives

*21-29 Days Holiday depending on length of service

* Subsidised gym membership or private medical cover after year 1

CUTTING-EDGE TECH AT YOUR FINGERTIPS

*Laptop

*Bluetooth noise cancelling headphones

*State of the art CRM

*Sourcebreaker Search

*LinkedIN/CV Library/Jobsite/Reed/Indeed Recruiter licenses

REPORTING LINE

Divisional Manager

LOCATION

Reading RG64UT

SECTORS

Design, Automation, Aerospace, Automotive, Manufacturing and Key Accounts

Account Manager

We are currently looking for a driven and talented individual to join our expanding Engineering and Technical recruitment consultancy based out of our Reading office.

As a Account Manager at Orion, you will have the opportunity to form part of already successful and growing team, with clear metrics to progress into a Senior Account Manager within 12 months.

Orion aim to deliver recruitment excellence by offering a service of real value that is in tune with our fast-paced world.

We promote Talent from within and reward based on merit, so you're not only empowered to take control, but you are recognised for your performance excellence.

YOUR FOCUS

As a Account Manager your day will be varied, however the key duties and responsibilities are as follows:

- Build and maintain strong relationships with clients to understand their recruitment needs and provide recruitment solutions.
- Develop and implement recruitment strategies to meet clients' needs and objectives.
- Manage client accounts and ensure client satisfaction throughout the recruitment process.
- Negotiate contracts and agreements with clients and ensure adherence to service level agreements.

- Conduct regular reviews with clients to assess their recruitment needs and ensure high levels of client satisfaction.
- Attend networking events and conferences to build relationships with potential clients and promote recruitment services.
- Build and maintain strong relationships with candidates to understand their career goals and aspirations.
- Source candidates through various channels, including job boards, social media, and referrals.

- Screen and interview candidates to assess their skills, experience, and suitability for client roles.
- Provide guidance and advice to candidates on job search strategies, resume writing, and interviewing techniques.
- Prepare candidates for interviews with clients and provide feedback on the interview process.
- Provide ongoing support to candidates throughout the recruitment process, including negotiating job offers and advising on career progression.

BENEFITS

- £ ·Uncapped commission structure
- 🏠 ·Hybrid Working - Two days of work from home after 6-month probation.
- 🍷 ·Quarterly lunch clubs
- 🌴 ·Annual holiday incentive
- 🏥 ·Health Care or Gym Membership after 1 year
- £ ·Employee of the month – £100 voucher
- £ ·Employee of the quarter - £250 voucher
- 🏠 ·New Home Hamper
- 🕒 ·3pm Friday finish
- 🍳 ·Free breakfast, cereal, bread, toast and condiments

- 📊 ·Individual Learning and Development Plan
- 📊 ·Structured Career Progression
- 🍏 ·Weekly fresh fruit delivery
- 🍷 ·Weekly lunch supplies
- 🎉 ·2x company events, Xmas and Summer
- £ ·Year 1 - Bottle of champagne
- £ ·Year 2 - £50 voucher of your choice
- £ ·Year 3 - £100 voucher of your choice
- £ ·Year 4 - £250 voucher to be used at fine dining experience of your choice
- £ ·Year 5 - £500 to spend on an item of your choice

- 🌴 ·Year 6 - 1 additional extra days Holiday
- £ ·Year 10 – 10% of your basic salary to be as an annual company pension contributions & gift up to the value of £1000
- 🌴 ·Year 11 - 1 additional extra days Holiday
- £ ·Year 15 – Holiday voucher up to £2500 plus one week's holiday entitlement in that year to take the holiday.
- 🌴 ·Year 16 - 1 additional extra days Holiday
- £ ·Year 20 – Gift up to the value of £5000 and two weeks extra holiday entitlement in that year
- 🏥 ·Office Mental Health First Aider