

## Graduate/Trainee Commercial Assistant

**Job Title:** Graduate/Trainee Commercial Assistant

**Location:** Chorley, Lancashire

**Terms:** Permanent, Full Time

**Requirements:** Strong Excel Skills, G.C.S.E Maths and English. Degree level qualification desirable

**We are looking for a Management Trainee/Commercial Assistant. This role would ideally suit a candidate looking to progress a career within the commercial function.**

**Commercial minded with high attention to detail, be able to interpret data and present ideas. They should be Interested in learning the mechanics of product pricing and margin management whilst gaining wider business knowledge.**

### **About Primaflow F&P**

We are the UK's largest wholesaler of plumbing, heating, bathroom & fire products. Our aim is to provide national & independent merchants with the leading distribution service in the industry, and we have the scale and resources and an excellent customer service approach to make it happen. A big part of this is the dedication of our employees and our commitment to attracting and developing talented employees.

### **About the Commercial Team**

The Commercial team's overall responsibility is to develop and manage relationships with our Supplier base. Including cost price negotiations, margin enhancement, product profiles and life cycles, purchasing incentives and promotional support as well as providing the wider business with product and sales analysis. This role will form an important part of the Commercial Pricing Team, who create and maintain the product records on the operating system, ensuring all costs are correct. Tracking and implementing price increases from suppliers. Processing and requesting supplier credits in support of promotions, and maximising contractual agreements with suppliers. The role has strong links with product supply and Marketing.

### **Specific Responsibilities for this role:**

- New product file creation
- Support in loading promotion deals in the system.
- Providing sale out reports to suppliers
- Involvement in existing obsolete/slow moving stock
- Support the completion of Packaging compliance data for our regulators and for customer requirements.
- Processing and reporting on Customer Terms changes
- Processing and claiming supplier to customer contract claim backs
- Creating and distributing monthly customer price lists
- Supporting the Commercial and Commercial Manager when required.

What does the future look like for this candidate?

The successful candidate should be well suited to progress into more influential roles such as Category Manager, Product Manager, Commercial Supervisor/Manager.



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**Primaflow F&P is owned by Newbury Investments**

Newbury Investments (UK) Limited (NIUKS) has been established for more than 25 years and forms part of a large, privately owned group of wholesale and distribution companies. They continue to grow and, as a cash-rich business, often make acquisitions of new companies. NIUKS offer exciting, long-term career prospects for high-calibre professionals.

- Competitive Pay
- Attractive Holiday Allowance
- Contributory pension scheme
- Training and Development
- Inclusion in the Company Profit share programme (uncapped)

**How to apply:**

**Please send your CV and covering letter to the hiring Commercial Manager:  
Debbie.green@primaflowfp.co.uk**