

FORUM

RETAIL  
COMMERCIALISATION  
PARTNERS

WE ARE RECRUITING!

ACCOUNT MANAGER -  
LONDON



## About Forum RCP

Forum are leading commercialisation partners, providing a unique approach to managing all aspects of non-core revenue for over 90 shopping centres and 40 retail parks across the UK.

We provide diverse commercial solutions for Landlords which includes the sourcing and management of best practice mall retailers, bespoke kiosks, seasonal pop ups, high impact promotional campaigns and food & beverage operators.

We are a family-owned company, with a people first approach. Our business has grown organically through recommendations and results. We are recognised for our pragmatic approach to the industry, providing realistic financial projections that we can confidently deliver, and working closely with our operators to help them launch and grow their businesses.

There is no place for politics – Forum is a fun, open, honest place to work where we support each other for our mutual success.

# Account Manager Position



We are looking to recruit an ambitious Account Manager to join our growing team, responsible for assets across London and the South. The successful candidate will enjoy a large degree of independence and is expected to execute proactively against assigned projects. As such Forum are looking for a well tenured candidate for this role with experience as an Account Manager, Sales Account Manager, Account Executive or relevant role with transferable skills. Commercialisation or Real Estate industry experience is preferable but not essential.

## ROLE RESPONSIBILITIES

- Develop and maintain relationships with shopping centre management teams, retailers and promoters.
- Process new sales leads from initial enquiry through to installation and ongoing management.
- Develop an in-depth knowledge of our venues to be able to speak confidently to sell the benefits of each shopping centre to local and national businesses, retail clients and other agencies.
- To use our bespoke booking system to ensure that all relevant documentation has been received prior to a promotion.
- Build an understanding of the retail landscape to accurately forecast trends and provide revenue projections.
- Provide written reports summarising activity, developments and income generated.
- Deliver high quality promotions and to work to maximise income for our venues.
- Attend site visits to build relationships with potential and existing operators and Centre Management Teams.

- Approachable with good customer service and interpersonal skills
- Articulate, strong communicator with a capacity to develop and maintain relationships with key stakeholders
- Prioritisation of workload with good organisation and attention to detail
- An ability to work under pressure to meet deadlines
- Strong sense of initiative and personal ownership
- Dedicated to attaining team and personal goals and targets
- Excellent IT skills and ability to learn new computer systems
- A proactive approach in order to capitalise on revenue for centres
- Ambitious and motivated with a desire for career progression as the company continues to grow
- Ability to work independently with limited input once objectives have been set.
- A good team player with a real 'can do' attitude

# We look forward to hearing from you.

Permanent role to start from May 2021.

Due to Covid-19, our team are currently working remotely.

Competitive salary, depending on experience.

Please send your CV and Cover Letter to: -

Kathryn Ling, Managing Director

[kathryn@forumrcp.com](mailto:kathryn@forumrcp.com)

[www.forumrcp.com](http://www.forumrcp.com)

