



Job & Person Specification: Architectural / Acoustic & Design (A&D) Consultant

Job Purpose:

As an Architectural & Design Consultant for Zentia, you will play a key role in driving revenue growth by proactively engaging with Architects, Acousticians, and Interior Designers. You will generate and secure project specifications that translate into qualified sales opportunities, supporting our strategic direction and market presence.

You will target customers active in the Education, Healthcare, and Commercial Workspace sectors, delivering our “Acoustic Comfort Class A” messaging and promoting our brand through CPD and Lunch & Learn sessions. In addition, you will provide project specification advice and follow up on marketing-generated leads. Specifications will be tracked through to main contractor, sub-contractor tender, and awarded stages, engaging directly with these stakeholders or collaborating with commercial colleagues to secure project wins. With a blend of strategic thinking and a proactive, team-oriented mentality, you will bring experience and enthusiasm to the role. This is a pivotal, customer-facing position that will shape how Zentia is recognized, building a specification pipeline and ultimately converting it into mutually beneficial project outcomes.

Key Accountabilities:

The following are the main accountabilities for the job. Other duties, commensurate with the grading of the job, may also be assigned from time to time.

- Build new and maintain existing relationships with key Architects, Acousticians and Interior Design practices within your defined region.
- Develop and maintain a strong project specification pipeline aligned to KPI's
- Convert the specification pipeline into sales aiming for required KPI's
- Maintain effective relations with Main Contractors, Distributors, and Specialist Sub-Contractors to support the conversion of the specification pipeline
- Record and maintain all customer activities and account content through the CRM
- Ensure the progress of your specification pipeline is regularly and accurately updated within CRM
- Promote and use our dedicated showroom spaces in London, Manchester, Glasgow (where applicable) to engage directly with target customers.

Base Salary:

£TBC + Car Allowance

(Location / Experience dependent)

Contract:

Full time permanent

Location:

Yorkshire (Home based)

Reports to:

Senior A&D Consultant

Measurement of Effectiveness

Success in this role will be measured by:

- Maintaining an average activity rate of 3.7 customer meetings or meaningful conversations per day.
- Growing the Zentia branded specification pipeline (individual targets volume/value/number of projects).
- Conversion of the specification pipeline (individual targets percentage/volume/value/number of projects).
- Deliver a minimum of 24 RIBA approved CPD/Lunch & Learn sessions annually.
- Identify & engage with approximately 100 key Architect practices in line with the Zentia ABC customer profile matrix
- Daily use of CRM (Super Office) recording activity and managing project pipeline effectively

Person Specification

Essential:

- A “Be On It” mentality to “Own Your Turf”
- Excellent relationship building skills
- Strong communication and presentation skills
- Effective planning & organizational skills to maximize every opportunity
- Specification role experience within the building materials industry
- Established relationships with key Architect practices within your region
- Strong understanding of the RIBA stages of Construction
- Experience in delivering technical system solutions
- Experience using Barbour ABI, Glenigan databases and an understanding of the NBS platform (Source / Chorus)
- Proficiency with CRM systems for activity tracking and project management
- Highly motivated team player & able to work in partnership with all colleagues
- Willingness to travel to client sites and industry events.
- Commercial acumen with a customer-first mindset.

Desirable:

- Acoustical Engineering or Applied Acoustics degree or relevant professional qualification
- Experience promoting acoustic based solutions to architects