

# **Product Manager**

## **Role Definition**

### **Key Qualifications**

- Excellent organisational and communication skills.
- A passion for travel and the holiday industry.
- Well travelled within Europe.
- A proven track record in relationship building and negotiation within the travel industry, ideally within a tour operating or wholesale environment.
- Foreign languages, specifically Spanish, and existing supplier contacts would be extremely desirable.

## **Role Definition**

- Secure contracts in line with company requirements with suppliers within the countries, destinations, regions or specific product ranges that may from time to time be allocated to the Product Manager by the Group Director of Purchasing and Product Development.
- Ensure that all relevant sales teams are kept continually updated with the products available within his/her contracting remit and that training and/or educational trips are organised as and when appropriate.
- Monitor sales performance for products within his/her contracting remit and work closely with both the sales team and suppliers to ensure that product utilisation is optimised.
- Manage, lead and develop, on a day to day basis, any and all support staff that may be allocated to the Product Manager by the Group Director of Purchasing and Product Development.
- Ensure, in conjunction with his/her support staff, that information on products within his/her contracting remit is readily and constantly available to both staff and clients through brochures, internal IT systems and any other distribution outlets that may be deemed appropriate by the Group Director of Purchasing and Product Development and or Head of each sales team.
- Interface positively with other department and/or companies within the Group.
- Secure financial support for marketing initiatives and company functions as and when required.
- Support the sales team with specific supplier related issues including complaints, bookouts and other issues as appropriate.
- Produce and ensure the accuracy and timely delivery of written copy text and images for brochures, flyers, website or other marketing media as deemed appropriate by the Group Director of Purchasing and Product Development and or Head of each sales team.
- Any other related tasks deemed appropriate by the Group Director of Purchasing and Product Development

## **Reporting Line**

The Product Manager reports directly to the Group Director of Purchasing and Product Development