

# THE CONRAN SHOP

The Conran Shop Professional - Contracts Manager France

An exciting opportunity has arisen for a Contracts Manager for The Conran Shop Professional, based in Paris. The Conran Shop Professional supports companies, contractors, architects and interior decorators in the planning of their spaces and offers the experience and vision to work in partnership to transform them into real places of life. With access to a catalogue of 500 prestigious brands, including renowned publishers, highly respected world class designers and The Conran Shop exclusives, The Conran Shop Professional offers the very best in design.

This is an excellent opportunity for an experienced Contracts Manager who is well connected within the industry and comfortable operating at all levels. Reporting to the Director of France and the UK Contracts Directors you will assume dual responsibility for the French professional department and FF&E.

About the role:

The Conran Shop Professional

- Day to day management of the French contracts team
- Working in tandem with the UK to define commercial strategies, drive sales and ensure the team is in place and functioning smoothly to deliver world class results
- Drawing up communication and marketing plans in the collaboration with Head Office
- Monthly reporting, forecasts and KPIs
- Contract negotiation and Terms & Conditions agreements with suppliers

FF&E:

- Responsibility of the development of commercial actions of the contract
- Development via social networks, telephone, emails and engagement with the existing client portfolio
- Project specifications using a selection of products in accordance with customer briefs, drawing up plans, modelling and raising commercial offers
- The implementation of strategic project qualification plans
- Generating new business through customer appointments and developing long term relationships with key strategic business partners

About you:

- A proven track record in a senior Contracts role with at least 5 years' experience in furniture, lighting and B to B
- Fluent English & French, Level 4+ Bac
- A motivated self-starter with enthusiasm for business and a genuine interest in design
- Strong interpersonal and communication skills with a natural ability to build effective working partnerships externally and internally
- Comfortable with project management and driving change in an entrepreneurial, fast paced environment.
- Experienced people manager, ideally having led and developed broad and diverse teams.

In the first instance, please send your application in English to [TSCHR@theconranshop.com](mailto:TSCHR@theconranshop.com) with an indication of your salary expectation.

We welcome applications from people from a diverse range of backgrounds and cultures and we are committed to equality of opportunity regardless of race or racial group, religion or belief, disability, age, sexual orientation, sex, gender re-assignment and gender identity, marriage and civil partnership.

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Thank you for your interest in the role. Unfortunately, we are not able to respond personally to every applicant but if your profile is selected for the next stage of the recruitment process, we will contact you by email.