

IDOX group

Revenues and Benefits Product Consultant

Closing date for applications: 30th June 2008

The successful applicant will join our expanding team within our operations department focussed on the delivery of the IDOX Revenues and Benefits solution and services to our local authority customers. Once familiar with the product, the role will entail assisting in the sales process for winning new customers.

The main responsibilities of the role will be:

- Running workshops focussed on capturing customer requirements
- Documenting in detail the customer requirements and achieving sign-off from customer
- Assisting with quality testing of delivered solution
- On-site and telephone query resolution
- Assisting sales staff with customer demonstrations by providing real-world advice and experience
- Providing input to tenders
- Presenting the IDOX Software solution to existing or new customers
- Providing documentation as required
- Optionally using the IDOX Workflow Definer tool to design and amend processes
- Optionally presenting the IDOX Software solution to potential customers

Knowledge and Experience required:

- Back-office processes within a Revenues and Benefits department
- Software systems commonly used within Revenues and Benefits

Skills Required:

- Ability to communicate clearly, accurately and with enthusiasm on a one-to-one basis and with small groups
- Capability to analyse processes and requirements in detail
- Ability to give clear and precise presentations to larger groups
- Ability to work as part of part of team and to work to agreed deadlines

Travel within the UK will be required including overnight stays when required.

The Company

IDOX plc is a specialist information management company focusing on the application of people, content and technology to solve the most complex knowledge, information and records management challenges.

The company's leadership team is highly experienced and has access to the largest pool of knowledge, information and records management talent in the country.

IDOX plc has an enviable client retention rate and customer base within UK Government and this commitment to the public sector is further enhanced by the recent acquisition of CAPS Solutions Limited in June 2007. Founded in 1989, CAPS Solutions is the UK's number one provider of land, people and property information solutions to local government. Over 250 local government customers, more than 12,000 users and 60 per cent of local authorities in England, Scotland and Wales use its UNI-form software solutions.

The Benefits

A highly competitive salary (depending on experience) along with an excellent benefits package is offered to the successful applicant.

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How to apply

If you are interested in the above position and would like further details or a full job description please email vacancies@idoxplc.com

The closing date for applications is 30th June 2008

Applicants must submit a cv, together with a completed equal opportunities monitoring form and salary expectation to vacancies@idoxplc.com or to the address below.

Sue Seddon, Office Services Manager
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No agencies