



SALES OFFICER - JOB DESCRIPTION

Job Title: Asst. Sales Officer

Report To: Head of Business – Kamal Gases

Job Overview: To build profitable sales of Gases products to new and existing customers.

Responsibilities and Duties:

- Identify prospective customers in Gases, lead generation and conversion.
- Appointing new dealers in new area and bring the business.
- To ensure payment for goods sold, are paid as per company norms.
- To serve all customers and resolve their business problems if any.
- To collect Market information on competitor products and present to the management
- Contact new and existing customers to discuss needs and maintain relations.
- Emphasize the features of products to highlight how they solve customer problems.
- Preparing weekly and monthly reports.
- Giving sales presentations to a range of prospective clients.
- Meeting or exceeding gases sales goals. (Achieve sales Target)
- Negotiating all contracts with prospective clients.
- Answering all the customer's questions and escalating all the customer issues.
- Attract customers by promoting the product and company positively, answering questions and addressing concerns as they arise.

Specialised skills and experience:

Education:

- Diploma or Bachelor's degree in business, marketing, economics, or related field.

Experience:

- 3-5 years' experience in sales.
- Understanding of the sales process and dynamics.

- A commitment to excellent customer service.
- Excellent written and verbal communication skills.
- Superb interpersonal skills, including the ability to quickly build rapport with both customers and suppliers.
- Able to work comfortably in a fast-paced environment.
- To be a problem solver to work as a team member.

Skills & Knowledge

- Experience using computers for a variety of tasks.
- Competency in Microsoft applications including word, excel, and outlook.
- Good communication skills.
- Good time management skills.

Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address, e-mail and telephone numbers; to hr@kamal-group.co.tz

Deadline for application is 25th March 2023.