

Business Development Executive at Brites Management

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Company: JobWebKenya

Location: Kenya

Category: other-general

Job Description

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Brites Management Services Limited is one of the best leading Recruitment and HR consultancy companies in Nairobi, Kenya. We are registered and incorporated under Companies Act (Cap.) and we provide a complete range of HR Solutions. Our sole focus is to simplify the complexities of the HR department and help companies concentrate on the core business as we handle HR tasks more efficiently and accurately. We have diverse staff of seasoned professionals who are passionate about value addition to our clients. We deliver our services in a professional manner offering expertise support that amplifies a company's potential by having a systematic process to not only offer the best talents but also other performance monitoring services.

DUTIES AND RESPONSIBILITIES

Keeping in contact with existing customers in person and by phone.

Making appointments with and meeting new customers.

Meeting allotted monthly sales targets.

Promoting new products and any special deals.

Recording orders and sending details to the sales office to coordinate dispatch.

Visiting existing and potential clients to evaluate their needs.

Servicing of all customer outlets and adherence to journey plan.

Recruiting new outlets.

Maintain competitive knowledge to create and adjust sales targets.

Enhance product awareness, promotions, advertising, branding, and initiatives to effectively achieve increased sales.

Maintaining existing customers and recruiting new potential customers.

Responsible for conducting daily reconciliation upon return from the field every evening.

Identifying business opportunities with current and prospective customers.

Monitoring competitors by gathering current marketplace information on pricing and new products and delivery schedules.

Maintaining inventory by conducting monthly physical counts and reconciling variances.

Maintaining positive business relationships with customers to ensure future sales.

Resolving customer complaints by investigating problems and developing solutions.

Inform regular customers of new products and price changes.

KEY REQUIREMENTS AND SKILLS

Degree or Diploma in Sales and Marketing or any other related field.

1-3 years' experience in selling alcohol or E-cigarettes

Good merchandising experience selling in supermarkets and whole sellers

Hardworking, goal oriented and self –motivated

Initiative, creative, persistent with a passion for sales

Excellent communication and interpersonal skills

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