



Sales Officer / Sr. Sales Officer

- **Vacancy for:** 10
- **Posted on:** Oct. 2, 2018
- **Deadline:** Nov. 2, 2018, 11:55 p.m.

Basic Job Information

Job Category	: Sales / Public Relations
Job Level	: Mid Level
Employment Type	: Full Time
Job Location	: Kathmandu, Pokhara, Butwal, Nepalgunj, Dhangadi, Narayanghat, Birgunj, Lahan, Itahari, Birtamod
Offered Salary	: Negotiable

Job Specification

Education Level : Under Graduate (Bachelor)
Experience Required : More than or equal to 2 years

Other Specification

- Must have at least Bachelor degree or equivalent degree in related field
 - Must have proven working experience as Sales Officer
 - Excellent understanding of the full marketing mix
 - Strong analytical skills and data-driven thinking
 - Advanced communication and interpersonal skills
 - Up-to-date with latest trends and marketing best practices
 - Ability to work independently and as part of a team
 - Ability to respond effectively to sensitive inquiries or complaints
 - Ability to take initiative and prioritize tasks; good time-management, organizational, problem-prevention and problem-solving skills
 - Strong willingness to frequent field visit
 - Willingness to adapt to changing business needs and deadlines
 - Ability to maintain confidentiality of sensitive information
 - A great positive attitude
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Job Description

- Appoint distributors on his given area (As per requirement of business)
- Achieve daily/ weekly/ monthly/ yearly target
- Clearly communicate all trade terms and condition to the distributor and ensure all distributors are compiling all parameters
- Ensure to meet distributors, influencers groups (Contractors, Masons etc.) as per agreed monthly permanent journey plan also to ensure to visit consumers site visit as per itinerary
- Handle traders/ consumers complain and report same to line manager and act as per given guidelines
- Maintain a high level of integrity on day to day working and reporting
- Proper and optimal use of the promotional material in markets and to ensure all promotional materials used, distributed as per guidelines
- Ensure to care take of all companies' assets in markets (Wall paints/ Shop board/ Hoarding boards etc.) then report to his manager if found any discrepancy
- Demonstrate complete professional behaviours with all customers (Distributors, consumers, stakeholders)
- Identified new markets, upcoming markets and customers on a regular basis

Applying Procedure:

Qualified candidates are requested to submit their updated resume along with motivation letter, clearly mentioning for the post of "**Sales Officer / Sr. Sales Officer**" at hr@shankergroup.com not later than 30 days from the date of publication.

Only candidates who are under serious consideration will be communicated for the further selection process.

The company reverse the right to accept/reject any or all applications without assigning any reason whatsoever. Canvassing at any stage of the processes shall lead to automatic disqualification.

Applying Procedure

Apply Link : <https://merojob.com/sales-officer-342/>

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