



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

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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