

**WE ARE HIRING**

**JOIN OUR TEAM**



**Title:** Sales Executive Team Leader

**Location:** Coast & Mt. Kenya

**Remuneration:** Commission based.

### **Job Purpose**

Reporting to the Business Development Executive, the **Sales Executive Team Leader** will direct the Sales Consultants under them to attain everyday sales target and surpass expectations of customers.

### **KEY RESPONSIBILITIES**

- Endeavor to establish an outstanding working relationship with service providers in designated field.

- Bargain or support bargaining with key essential service to enhance the cost structure.
- Prepares annual, quarterly, and monthly update accounts on current opponents or business possibilities.
- Work together with colleagues from other departments to improve efficiency and overall service delivery.
- Give prompt reports on crucial issues to direct senior officer, suggest answers where obtainable.
- Supervise essential key account possibilities.
- Make propositions, give suggestions, and designate sales target and job obligations to each sales staff.
- Appraise performance of staff, give suggestions, reward or award punishment, and offer proposals on dismissal of personnel where applicable.
- Recommend hiring additional staff and make required resources available to accomplishing target objectives and goals.
- Solicit for other job duties needing attention to enhance service and improve customers' contentment to a reasonable extent.
- Take part in interview of candidates while supporting decision making to hire successful applicants.
- Offer inspiration and training of internal sales personnel on how to attain business sales objective.
- Assist team managers to intensify sales via training on sales methods.
- Generate action plans to enhance performance and productive capacity of underperforming personnel.

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## **MINIMUM EXPERIENCE**

### **1.1. Job Requirements**

- Must have a minimum Mean Grade of C plain in KCSE.
- Experience in sales will be an added advantage.
- Computer literacy – MS Office Suite.
- Degree or Diploma in a business-related field from a recognized institution is added advantage.

### **1.2. Experience, Skills & Personal Attributes:**

- Ability to direct and be a mentor on the sales ground by actively working to attain everyday sales objectives.
- Excellent communication skills both oral and written.
- An outstanding supervisory experience.
- Demonstration of positive team player spirit and cooperative sales skills within the organization.
- A confident person who is self-driven with strong interpersonal and negotiation skills.
- A person of integrity and with good negotiation skills.
- Ability to be an agent of change and Innovation with a strong desire to excel.
- Ability to deliver set business targets and service with minimum supervision.
- Flexible and willing to travel on short notice.
- Age: 20 years – 30 years

**A high level of personal integrity and adherence to high ethical standards are expected of you**

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## **HOW TO APPLY**

Interested applicants that meet the above requirements to send their CV only quoting the job title on the email subject '**Sales Executive Team Leader – the region you are applying for**' to [recruitment@ipayafrica.com](mailto:recruitment@ipayafrica.com) by or before **31<sup>st</sup> March 2023**.