

JOB TITLE: Up Country Sales Supervisor

REPORTS TO: Business Development Manager

DEPARTMENT: Commercial

DATE: January 2023

JOB PURPOSE:

The Up Country Sales Supervisor is responsible to sell Company goods to customers. Customers may include businesses, governmental organizations and individuals within up-country. He/she approach potential customers with the aim of winning new business, as well as maintaining good relationships with customers.

Principal Accountabilities:

1. Manage dialogue with Retailers and Consumers (Retail & Consumer Dialogue).
2. To constantly monitor the achievement of yearly/cycle objectives through accurate reporting and feedback.
3. Maintain accurate and relevant Retail Classification System (RCS) outlets information/database to ensure reliable Retail universe
4. Ensure achievement of trade marketing and volume objectives in upcountry
5. Regularly review all activities to measure effectiveness and constantly factor feedback into future planning
6. Provide field information and report on market trends and competitor's performance
7. Monitor stocks of distributor and sales settlement
8. Supervise and monitor the upcountry Sales Supervisor(KD`S sales Force) UPC
9. Ensure distributor aligns with the objectives of the business.
10. Ensure drive window are strictly adhere to.
11. listening to customer requirements and presenting appropriately to make a sale
12. negotiating the terms of an agreement and closing sales;

Knowledge, Skills & Experience

- a. Solid field experience with approx. 4/5 years' experience in fast moving consumer goods company with key accounts management approach.
- b. Outstanding communicator.
- c. High level of influencing skills
- d. Strong interpersonal skills
- e. Business planning and financial

Working Relationships**INTERNAL**

- Commercial Manager
- Business Intelligence Manager
- Trade and Asset Manager (marketing)

External:

- Trade Customers/Consumers
- Outlets Owners
- Key Distributors
- WHL Channels (Development/ Networking)
- Cooler Tracking.
- Asset tracking of SLBC (other assets apart from Coolers.
- Merchandising of SLBC products

This Job Description only serves as a guide for the position available. Sierra Leone Bottling Company reserves the right to change, revise, omit, and add in part /in whole this document any time without giving any reason thereof.

JOB TITLE: Key Acc Supervisor

REPORTS TO: Business Development Manager

DEPARTMENT: Commercial

DATE: January 2023

JOB PURPOSE:

The Key Account Supervisor is responsible to sell Company goods to customers. Customers may include businesses, governmental organizations and individuals within up-country. He/she approach potential customers with the aim of winning new business, as well as maintaining good relationships with customers.

Principal Accountabilities:

13. Manage dialogue with Retailers and Consumers (Retail & Consumer Dialogue).
14. To constantly monitor the achievement of yearly/cycle objectives through accurate reporting and feedback.
15. Maintain accurate and relevant Retail Classification System (RCS) outlets information/database to ensure reliable Retail universe
16. Ensure achievement of trade marketing and volume objectives in upcountry
17. Regularly review all activities to measure effectiveness and constantly factor feedback into future planning
18. Provide field information and report on market trends and competitor's performance
19. Monitor stocks of distributor and sales settlement
20. Supervise and monitor the upcountry Sales Supervisor(KD`S sales Force) UPC
21. Ensure distributor aligns with the objectives of the business.
22. Ensure drive window are strictly adhere to.
23. listening to customer requirements and presenting appropriately to make a sale
24. negotiating the terms of an agreement and closing sales;

Knowledge, Skills & Experience

- f. Solid field experience with approx. 4/5 years' experience in fast moving consumer goods company with key accounts management approach.
- g. Outstanding communicator.
- h. High level of influencing skills
- i. Strong interpersonal skills
- j. Business planning and financial

Working Relationships**INTERNAL**

- Commercial Manager
- Business Intelligence Manager
- Trade and Asset Manager (marketing)

External:

- Trade Customers/Consumers
- Outlets Owners
- Key Distributors
- WHL Channels (Development/ Networking)
- Cooler Tracking.
- Asset tracking of SLBC (other assets apart from Coolers.
- Merchandising of SLBC products

This Job Description only serves as a guide for the position available. Sierra Leone Bottling Company reserves the right to change, revise, omit, and add in part /in whole this document any time without giving any reason thereof.