

Post: Marketing & Sales

Introduction:

We are a company with 30 years of experience in tendering for government supply. We have representations for products that are suitable for the retail market. Therefore, we are considering venturing into retail services, and we are seeking the right candidates that have experience to take us to the next level.

Main office is currently in Kuwait city.

Office hours are from 8:00 – 5:00, 9 hours of work including an hour lunch break.

Management Style: Market study, CRM management, targets, and plans, and reporting are part of the daily routine.

Organization hierarchy: Based on candidate proficiency and skills

Job Description

- Thoroughly research the market in all possible ways.
- Provide detailed report on the market including data sheets, price sheets, analysis etc.
- Master the knowledge about the local market.
- Develop a work plan for the future business based on the research.
- Implement the work plan, track all business development activities, analyze quarterly progress, and suggest new strategies based on findings.
- Create and conduct proposal presentations to prospects and send quotation.
- Maintain accurate records of all pricing, events sales and activity reports.
- Master the knowledge about the company activities and prospect new client in full
- Provide timely feedback to senior management regarding the market
- Manage events team activities and schedules.
- Manage all delivery schedule and present report upon request.
- Make a clear presentation of the company's products & service to new potential client
- Prepare weekly and monthly reports and present work plan with update
- Monitor the re-activation of old customers.
- Study storage facilities, logistics and freight requirements.
- Prepare, study and negotiate legal requirements
- Fulfill documentation and courier requirements.
- Marketing and advertisement.

Skills

- Strong interpersonal skills
- Must be capable of handling dissatisfied customers and customers who are confused about costs of service.
- Excellent communication skills both verbally (Arabic & English) and in writing(English)

- High level of problem solving, negotiation and analytical skills
- Confident and determined approach Thorough knowledge on Retail, Events and Sales
- High degree of self-motivation and ambition.
- Must be Well-groomed and Well-mannered.
- Understanding legal consequences, claims and liabilities
- Knowledge of Inventory, Costing, and Accounting.
- Strong skills of Marketing, Contracting & Negotiation.
- Must have excellent computer skills(MS Office).

Education

- University Degree.
- University Graduate with Accounting background(recommended).

Job Details

Job Location: Al Kuwait, Kuwait

Company Industry: Retail

Company Type: Employer (Private Sector)

Job Role: Business Marketing & Sales

Joining Date: 1st Quarter ,2017

Employment Status: Full time

Employment Type: Employee

Monthly Salary Range: Negotiable

Manages Others: None

Number of Vacancies: As per KLL

Report to: General Manager currently

Preferred Candidate

Career Level: Mid

Years of Experience: Min: 3-5 in this field

Residence Location: Kuwait

Gender: Unspecified

Nationality: Unspecified

Degree: Graduate