



Job Description

9th Floor Tanzanite Park, Victoria, Dar es Salaam, Tanzania | +255 758 778 886 | info@empower.co.tz

| | | |
|--|--------------------------------------|---------------------------------|
| Job Title Associate Sales | Job Location Dar es Salaam | Category - |
| Job Type Full Time | Job level Intermediate | Industry Construction |
| Open to Expatriates Only Open to Tanzanian Nationals | | |

Minimum Requirements

| | | |
|--------------------------------|------------------------------|--|
| Min Budget - | Max Budget - | Primary Industry Construction: 3 Years |
| Secondary Industry - | Primary Category - | Secondary Category - |
| Certificate - | Qualification - | |

Summary

The Associate Sales is responsible for achieving year-on-year sales growth by effectively closing deals through confidence, communication, and persistent follow-up. The role involves engaging with customers through various channels, providing excellent customer service, and persuading clients to choose the company's products. The Associate must continuously expand product knowledge and contribute to discussions on products and systems.

Responsibilities

Task Management

- Prepare and process sales orders accurately based on customer requests.
- Maintain and regularly review the sales pipeline with the Retail Manager.
- Recommend product or service improvements for enhanced customer satisfaction.
- Drive sales growth by proactively engaging with potential clients.
- Follow up on customer inquiries and past sales to ensure continued engagement.
- Keep sales tools (e.g., brochures, samples, displays) organized and available.
- Submit required sales reports within set timelines (SMRs, DARs, foot counts, etc.).
- Monitor stock levels and notify logistics/stores for timely reorders.
- Identify and implement improvements in job activities.
- Provide backup support to front-office staff and branch supervisors as needed.
- Actively participate in discussions on company operations.
- Ensure compliance with company administrative processes and procedures.
- Complete additional assigned tasks and projects per management instructions.

Relationship Management

- Handle customer queries professionally, ensuring a positive sales experience.
- Continuously expand knowledge of company products and FAQs.
- Ensure customers receive necessary warranties or other required documents.
- Collaborate with the team to develop innovative sales strategies.

Education & Qualifications

- Diploma in Sales & Marketing, Business, Commerce, or Social Sciences.

Requirements

16/02/2025 05:09

<https://www.empower.co.tz>

-
- Minimum of 3 years working experience in sales, marketing, or a related field

Characteristics

- Passionate, enthusiastic, and confident in sales.
- Strong influencing and negotiation skills.
- Highly self-motivated and performance-oriented.
- High integrity, responsibility, and accountability.
- Strong interpersonal and communication skills.
- Detail-oriented and well-organized.
- Ability to complete tasks and projects within deadlines.
- Fluent in both English and Swahili.

Driving Licence

Not Required

To Apply for This Job [Click Here](#)