

JOB ADVERTISEMENT – SALES EXECUTIVE

JOB TITLE: Sales Executive
DEPARTMENT: Commercial
SECTION: Global Sales
DUTY STATION: Harare, Zimbabwe

Job Purpose

The Sales Executive is responsible for driving the Airline's targets on sales, being accountable for the top line, and developing and maintaining an effective Airline commercial network.

1. Key Duties and Responsibilities:

- Gather and prepare a clientele database for planning and identifying clients' needs;
- Prepare visit work plan for clients for optimum utilisation of time and resources;
- Visit, service and build relations with the market to maintain loyalty and optimise revenues;
- Achieve sales targets in line with budget for the profitability of the airline;
- Prepare and close sales contracts/incentives and deals to key accounts to generate maximum revenue;
- Promote WB products and services to create awareness and generate sales and revenue;
- Gather market intelligence to identify threats and opportunities to maintain a competitive edge and generate sales;
- Prepare sales reports for management information and performance evaluation and monitoring.

2. Desired Profile: Required education, Experience, and Abilities:

- Bachelor's degree in Business, Sales, Marketing, or a related field
- Minimum of two (2) years of experience in related areas like Banking, Insurance, Telecommunication, etc.
- Selling and negotiation skills
- Strong communication and interpersonal skills;
- Computer literate;
- Analytical influencing skills;
- Ability to work in a fast-paced and highly-growing business;
- Customer-focused approach and ability to learn and adapt to needs and changes quickly;
- An excellent command of the English language (written and verbal) is essential;

3. How to apply:

- An application letter addressed to the Chief HR & Administration Officer;
- Recent Curriculum Vitae;
- Copies of Notarized Degree/Diploma certificates
- Relevant certificates;
- Copies of academic papers;
- A photocopy of the Passport/National ID.
- Three referees



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The deadline for submitting application documents (**Only PDF Format**) is **September 08, 2024**.
Please apply via the link: <https://erecruitment.rwandair.com/>

NB: Only shortlisted candidates will be contacted.