

Sales Executive / Representative (B2B & Retail)

Department: Sales

Reporting To: Sales & Marketing Manager

Job Purpose:

To execute sales activities across institutional, retail, and dealer channels to achieve assigned targets and promote the company's products effectively.

Key Responsibilities:

- Identify and develop new business opportunities.
- Visit clients and retailers regularly to promote products.
- Execute sales promotions and marketing campaigns.
- Collect market intelligence and competitor data.
- Ensure accurate order processing and timely payment follow-up.
- Prepare daily and weekly sales reports.

Qualifications & Experience:

- Diploma or Bachelor's in Sales, Marketing, or related field.
- Minimum 2 years' experience in field sales, preferably in chemicals or FMCG.
- Valid driving license is an added advantage.

Key Competencies:

Presentation skills, customer focus, communication, persistence, teamwork.

KPIs:

Monthly sales target achievement, new client acquisition, timely collections.