

Job Title:	Commercial Sales Executive
Employer:	SOL Guyana Inc.
Location:	Lot BB Rome Agricola, Greater Georgetown
Reports to:	Commercial and Lubricants Manager
Purpose:	Primary interface between SOL Guyana Inc. and its commercial segment, aiding the company in delivering its short and long-term business objectives.
Principle Accountabilities:	<ul style="list-style-type: none"> • Delivers sales targets (margin, volumes, credit, income, growth targets) for the commercial segment, through a structured approach to customer management. • Proactively manages customer credit using key metrics (DSO, % overdue). • Identifies new business opportunities for commercial portfolio enhancements. • Prepares sales proposals with terms and conditions for new customers. Manage contract renewal of existing customers. • Evaluation and feedback of commercial segment performance. • Monitors competitor activity within the commercial segment for all products (fuels, lubricants, fuel oil). • Timely implementation of sales plans for assigned customers. • Handles customer queries and complaints. Manage issue resolution. • Ensure customer's contractual and operational requirements are maintained, including HSSE compliance. (Wet stock management, HSSE policy and guidelines). • Completes routine audit of commercial installations. • Coordinates training workshops for existing and prospecting customers, to aid their development of both product knowledge and housekeeping practices. • Delivers the agreed Brand Management communication for the commercial segment; ensure SOL and Shell's corporate image is safeguarded. • Maintains a sound and trusting business relationship with commercial customers, including the LPG distributor. • Maintains a keen awareness of developments in the economic and business environment, its impact to the commercial segment and assist in developing adaptive strategies and tactics to ensure maximum business results are maintained. • Prepares rolling quarterly estimates of product demand, with monthly updates for submission to operations to ensure a timely product replenishment cycle, thus minimizing stock-outs.
Qualification Requirements:	<ul style="list-style-type: none"> • University degree (preferably in Business Administration, Marketing, or Engineering) with 3 years relevant work experience and a valid driver's licence.
Competency Requirements/Other:	<ul style="list-style-type: none"> • Knowledgeable of the Guyana market and consumers' behaviour. • Highly analytical with sound understanding of sales and management information systems. • Commercial HSE Management. • Able to self plan, motivate, and deliver results. • Demonstrates enthusiasm and an attitude to work well with others

	<p>in teams. Excellent interpersonal relationships with the proven ability to manage people</p>
Other Information	<p>In addition to basic salary the successful applicant shall receive job grade specified allowances and be eligible to participate in the Group's Pension, Health and Life Insurance Schemes.</p>
Applicant Procedure	<p>Applications are to be submitted by completing the SOL Job Application Form available on the SOL website at solpetroleum.com/people and submit via e-mail to careers@solpetroleum.com, or by hand - addressed to the Human Resource Officer, SOL Guyana Inc., Lot BB Rome, Agricola, Greater Georgetown, Guyana by <u>July 21, 2017</u>. Applicants must complete all of the requested information to be considered. Certified copies of relevant certificates will be requested for those applications under consideration. Only suitable applications will be acknowledged.</p>