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| **JOB OPPORTUNITY** |

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| **INTERNAL SALES EXECUTIVE** | |
| Region | JHB |
| Department | Sales |

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| **KEY PERFORMANCE AREAS** |
| * Prospecting for new customers, new industry groups, to establish an introduction for the company * Take the introduction to the next level of meeting (for external sales) and quoting * Procurement of rates from Shipping Lines * Follow-up with the client to ensure that the business materializes * Support the External Sales team with handling rate requests and quotations * Update the service patterns of various Lines; send through appropriate enquiries to the Lines to source good rates * Client visits as and when required with the Branch Manager or External Sales * Reporting on Weekly Tele-Sales Calls * Bound by process related targets on number of client contacts daily and reporting * Identify any new opportunities and inform Management to participate * Be an integral part of the New Business Team and be instrumental in achieving the New Customer wins |
| **QUALIFICATIONS AND EXPERIENCE** |
| **Requirements**   * Maritime studies Qualification * MS Office Suite * Shipping experience (not a must, training will be provided) |
| **PERSONAL ATTRIBUTES** |
| * Attention to detail * Able to show self-initiative * Good written and oral communication skills * Good telephone manner * Analytical Skills * Honest * Able to keep information private and confidential * Must work well under pressure * Excellent people and customer services skills |

**All applications to be forwarded to:**

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