

JOB DESCRIPTION

Position: HEAD OF SALES

Reports To: Managing Director

Support: Showroom Operations and Commercial

Main Purpose: Collaborate with the Managing Director and Executive team in recommending and establishing the sales goals for the company, while leading the showroom operations to drive sales targets and grow the commercial portfolio.

Responsibilities:

1. Manage the overall operations of the Showrooms.
2. Drive the company to achieve its sales objectives at maximum efficiency and/ maximize profitability levels.
3. Assess organizational performance against both the annual budget and the Company's long-term strategy.
4. Plan Branch budgets and CSR targets monitor performance and provide necessary support, coaching tools and other resources to assist them in achieving their targets and maximizing sales.
5. Drive the commercial pipeline of the business
6. Collaborate with Marketing Manager and develop and execute the Company's sales and marketing plan, budget and sales forecasts and overall marketing strategies to drive long and short-term profitability.
7. In collaboration with the Purchasing team, establish, develop and maintain supplier relationships including negotiation with suppliers regarding promotional support and purchasing targets/new product launches.
8. Develop and manage the execution of a merchandising plan for the showrooms and ensure compliance.
9. In collaboration with Head of Operations, support all customer care related initiatives across the company, and drive to achieve best in industry standards.
10. In collaboration with the Training Manager, build and execute all sales training plans for the company, and monitor returns and performance once completed.
11. Prepare monthly board reports in relation to company operations and sales.
12. Manage Operational Functions; Develop KPIs and conduct annual appraisal, determine optimal manpower levels & train staff as required.
13. Ensure the Company's Safety Policy and procedures to ensure compliance with the OSH Act.
14. Perform special projects and other related duties as assigned by the MD and/or Board of Directors.
15. Comply with Group's processes and policies as set out and stated in the Ansa McAL Blue Book.
16. Any other duties, which may be assigned.

Qualifications and Experience:

- Minimum of ten (10) years retail sales and commercial experience at management level
- Bachelor of Science in Business, Economics, Marketing or related scope.
- Masters qualification would be an asset
- Any other Sales qualification

Knowledge and Skills:

- Negotiation skills and business acumen
- People management / business operations; interpersonal skills
- Coaching and training
- Strong computer literacy; competent in ERP, Microsoft Office.
- Strong analytical and communication skills
- Customer Service Skills