

Agro National Corporation Private Limited
Maldives

Job Opportunity
Number: AGRO/HR/2023/04
Published Date: 22 Jan 2023
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Deadline: 26 Jan 2023 15:00

Executive, Sales

No of Vacancies: 02

Location: Male'

Responsibilities:

- Cultivate professional networks with new and existing prospects, clients and customer.
- Maintain healthy relationships and rapport with new and existing customers
- Cold calling and schedule meetings with new prospects to introduce our products.
- Make quotations, cash and credit invoices, and delivery notes when required.
- Re-check goods before delivery to customers
- Deliver goods to clients and ensure goods are delivered in good condition.
- Maintain customer base for assigned region to sell goods within the region.
- Prepare daily sales reports
- Attend other tasks assigned by the management of AgroNat.

Requirements:

- Minimum Diploma in a related field.
- Experience working in a similar area will be an added advantage.
- Excellent written and oral communication skill
- Excellent time management skill.
- Excellent interpersonal skills.
- Able to work overtime as and when required.

REMUNERATION

- Basic Salary: MVR 8,000/-
- Service Allowances: MVR 2,400/-
- Attendance Allowance: MVR 2,000/-
- Fixed Allowance: MVR 2,000/-
- Hardship Allowance: MVR 1,200/-

APPLICATION PROCESS

Interested Applicants are invited to submit the following documents to hr@agronational.mv
(mailto:hr@agronational.mv)

1. CV
2. Copies of accredited certificates
3. Two (2) professional reference from previous employer
4. Clearance Letters from both Maldives Police Services and Anti-Corruption Commission Report
5. ID card

The deadline for submission of application is 1500hrs, 26th January 2023. Incomplete applications and any application received after the deadline will not be considered.

Interested candidate may contact AgroNat to obtain further clarification and understanding of the scope of work and responsibility prior to the submission of the application. Please send all queries related to this to hr@agronational.mv (<mailto:hr@agronational.mv>).

22 Jan 2023