



Vacancy: BMG Port Elizabeth - 142, Eastern Cape, South Africa

**External Sales Representative - V1711**  
**Closing Date: 05/05/2021**



### **Roles & Responsibilities:**

- Plan approach to achieving allocated targets every quarter, using knowledge of market dynamics and understanding of clients to inform sales strategy.
- Identify opportunities to sell on to existing clients, involve the relevant internal people to secure a deal which achieves targeted returns.
- Organise specific events for clients in collaboration with Marketing, obtaining budget approval from Manager.
- Entertain clients, using insight of company culture to engage positively with clients in an informal context.
- Submit proposals, within agreed time frames, presenting a professional image of the company
- Comply with order processing guidelines whilst negotiating time frames and pricing with the client.
- Follow up on the process of deliveries and collections, liaising with the relevant people and organizing whatever is required to ensure customer's requirements are met.
- Check that accounts are up to date, highlighting money outstanding as appropriate.
- Monitor that orders are processed accurately and allocated to the correct account.
- Pass credits, when required, ensuring accuracy of information reflected and appropriate authorization.
- Make sure that the required information on the CRM system is up to date at all times.

### **Minimum Requirements:**

- Matric
- Relevant tertiary qualification
- 2 – 3 years' experience
- Product knowledge of BMG range
- People orientated
- Organisation skills

Should you have the necessary skill set, attach a brief CV to: [ginad@bmgworld.net](mailto:ginad@bmgworld.net) – REF: V1711

**Closing date for applications – 05/05/2021**



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