

# **POSTAL CORPORATION OF JAMAICA**

## **CAREER OPPORTUNITY**

Applications are invited from suitably qualified persons to fill the following position.

### **SALES AND MARKETING OFFICER (GMG/AM 3)**

#### **JOB PURPOSE**

Sales and Marketing Officer is responsible for the acquisition of new customer, meet revenue growth targets set and to ensure a competitive and innovative edge.

#### **KEY RESPONSIBILITY**

- ✓ Works with Sales and Marketing Manager to develop and execute direct sales strategies;
- ✓ Produces and reviews actionable and accurate sales reporting tools;
- ✓ Defines customer segmentation and help create a plan to enhance sales and customer engagement process at the regional level;
- ✓ Assists with sales planning and organization design, including quota design and targets.
- ✓ Coordinates marketing and sales activities in keeping with strategic direction;

#### **Required Knowledge, Skills and Competencies**

- ✓ Excellent written and oral communication skill
- ✓ Good customer and client focus
- ✓ Ability to manages external relationships
- ✓ Sound knowledge of industry best practices

#### **Minimum Required Qualification and Experience**

- ✓ Bachelor Degree in Management Studies (Sales and Marketing) or related field with two (2) years' experience in the industry

Applications should be submitted no later than Friday January 31, 2020 to:

**Director Human Resource Management and Development  
Post and Telecommunications Department  
6 – 10 South Camp Road  
Kingston**

Email: [hrunit@jamaicapost.gov.jm](mailto:hrunit@jamaicapost.gov.jm)

**NB: Only short-listed candidates will be contacted.**