



## **JOB TITLE: Direct Sales Staff ( Fixed Term - 3 Years ) (300 Position(s))**

### **Job Purpose:**

Support in driving retail sales objectives of the bank through day-to-day customer visits and selling bank products and services to new and existing customers, while deepening existing customer relationships and maintain operational excellence within the appropriate service standards.

**Location - Dar es Salaam Zone, Highlands Zone, Southern Zone, Central Zone, Western Zone,  
Northern Zone, Lake Zone & Zanzibar Cluster**

### **Main Responsibilities**

- Acquire new bank customers by appointment, referral solicitation or door to door canvas in the assigned territory
- Open bank accounts to new customers and collect account opening fees for onward delivery to the branch
- Register customer to NMB mkononi and educate on the usage of our self-service channels
- Ensure all account opened meet the required KYC standards as per the bank's processes and procedures
- Meet or exceed weekly, monthly or yearly sales quotas
- Generate leads, upsell and cross-sell bank products and services from the customers
- Participate in campaigns, special projects & events to sell bank products and services
- Identify repeat businesses and create relationship by regular selling of bank products & services
- Assist management in identifying viable marketing and pricing strategies
- Safe keeping of working tools and marketing materials
- Continuous upgrade and improve sales presentation (avoid miss-selling) and knowledge of products, services and bank tariffs

- Perform any other relevant duties as assigned

### **Knowledge and Skills**

- Direct sales knowledge
- Knowledge of bank products and services
- Ability to handle and build customer relationships
- Ability to sell outside the banking halls with daily exposure to outside environment, including inclement weather
- Flexible to work within non-standard business hours
- Excellent detail orientation and follow through skills
- Sound consultative selling skills
- Exceptional customer service skills
- Communication and Presentation skills
- Standard Computer skills word and excel

### **Qualifications and Experience**

- Bachelor's degree or Diploma in Business Administration, Banking, Insurance & Risk Management, Marketing or related fields.
- Certificate of Proficiency in Insurance will be added advantage.

If you are interested in taking up this exciting opportunity, please register and apply by attaching the below documents

I.Your current CV.

II.Your motivation letter, briefly explaining why you are interested in the position

Please note that the deadline for receiving applications will be **4th October 2024**. All applications must be done through this portal and ensure that you specify your zone of preference.

*NMB Bank Plc is an Equal Opportunity Employer. We are committed to creating a diverse environment and achieving gender balanced workforce.*

*Female candidates and people living with disabilities are strongly encouraged to apply for this position.*

*NMB Bank Plc does not charge any fee in connection with the application or recruitment process. Should you receive a solicitation for the payment of a fee, please disregard it.*

**ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED**

**Job opening date :** 26-Sep-2024

**Job closing date :** 04-Oct-2024

**APPLY HERE**