

The Company

For more than a decade our Client has been leading the way in the coatings industry through innovation. However, it is not merely their scientific expertise that has given them this edge, they are recognised as a value adding supplier with Level 4 B-BBEE status, an organisation with a global reputation and footprint renowned for exceptional standards of performance and a growing presence in Africa. Our Client values the impact they have on the societal and environmental context in which they conduct their business. Inspired by a profound sense of purposefulness, they aim to drive a more impressionable agenda for the future together with their stakeholders. Their aim is to create long-term shareholder value by embracing opportunities and managing risks derived from economic, environmental and social developments. They are cognisant that healthy societies, communities, labour forces and environments provide the necessary foundation for a thriving business and operate interdependently within these contextual variables thereby securing business sustainability and viability. Our Client now seeks to attract a select group of dependable, dynamic professionals who are able to offer a broad base of seasoned and functional leadership, technical skills and competence. These are key roles and the successful candidates will display an energetic and natural commercial aptitude and guide specific strategic imperatives.

SALES MANAGER

The Position

This role reports directly to the General Manager and you will lead the design and implement a strategic sales plan that expands the organisation's customer base and secures their strong market presence. The strategic sales framework will outline the sound competitor advantage and reinforce the distinctive features of the brand that supports loyalty and retention. As head of the cost unit, you will oversee and support general business operations which include: staffing, budgeting, coaching and overall performance targets. You will manage the performance of your sales team by setting and tracking sales goals and facilitating the ongoing training of your sales team to embed a strong brand identity and performance culture. You will identify emerging markets and market shifts while fully acquainting yourself with new products and the competition status. It is important to develop successful professional relationships supported by a strong customer centric focus that will drive repeat business and grow market position. The business focusses on quality performance outcomes and demands an undivided attention to the task at hand. The position requires a highly dedicated individual with a solutions-oriented mindset to operate in a vastly competitive market, someone that displays confidence and foresight to grow market share in a sustainable and consistent manner. You are a proven relationship builder and leader, able to win the trust of stakeholders by harnessing an excellent brand proposition and service protocol. To succeed, you need to be an absolutely passionate, agile, action and service oriented individual who appreciates that success is achieved through systematic and consistent effort.

Key areas of focus:

- **Strategy:** Drive the business units annual gross-profit margins that is shaped by company wide performance targets. Develop and implement a suitable sales strategy framework and design that is informed by trends, economic variables and opportunities.
- **Customer relationship management:** Develop a customer engagement strategy by following a process of data analysis on existing and potential customer history, with the aim to improve business relationships with customers. Focus on customer retention as a strategic imperative to drive sales growth. Use CRM systems to compile data from a range of different communication and social media to gain customer intelligence for the business to respond more accurately to evolving customer needs.
- **Reporting:** Develop periodic and intermittent sales analysis reports that clearly illustrate the sales patterns and volumes over a specific period so that it can inform business decisions, identify market opportunities and areas where volumes can be increased.
- **Compliance:** Understand the service delivery standards and compliance commitments and ensure that assurance on same is confirmed by all stakeholders during various phases of execution.
- **Sales forecasting:** Provide both micro- and macro-level of forecasting, regarding industry demand versus market demand. Establish sales objectives by forecasting and developing annual sales quotas for the regions; projecting expected sales volume and profit for existing and new products. Advise on appropriate production scheduling, appropriate price policy, setting sales targets, establishing controls and incentives as well as forecasting short-term financial requirements.
- **Sales management:** Ensure the sales team become a viable revenue stream, that they possess the right skills, experience and disposition and are motivated to close the deal. Coach them to regularly improve on performance and to swiftly navigate problems as they arise, so that the sales team optimally delivers on the company's value proposition and brand strategy.
- **Monitoring and analysis:** Provide data that allows the organization to monitor the marketplace regarding customers, competitors and surrounding regulations and technology shifts. Provide assurance on consistency in the execution of sales processes and methodologies and provide factual information and learnings that clarifies what strategies work and what does not.
- **Coaching:** Manage, develop, coach, control and motivate the sales force to fully empower the sales team to ensure that a high professional standard of service and performance driven culture is consistently maintained and that monthly sales and key performance indicator targets are met.

The Person

Minimum requirements:

- Ideally a degree in Marketing or related field from a recognised tertiary institution.
- A seasoned sales leader with at least 5 years' experience in a commercial business environment.
- Proven experience with planning and implementing sales targets.
- Entrepreneurial mindset and commercial industry expertise.
- Demonstrated experience in managing a sales team by consistently meeting or exceeding targets.
- Highly proficient in MS Outlook, Word, PowerPoint and Excel.
- SAP proficiency will be advantageous.

Competency requirements:

- Able to accurately articulate, arrange and prioritise work schedules to meet stringent operational demands.
- Detail-oriented and can follow through on initiatives started.
- Proactive, able to meet deadlines and perform consistently under immense pressure.
- Strategic and commercially statute to grow market share for the business.
- Exceptional interpersonal capability and communication skills with a wide range of stakeholders.
- Dynamic and can work independently with minimal supervision.
- Assertive and able to set firm boundaries to facilitate operational demands and commitments.
- Results driven with a demonstrated ability to effectively work in a diverse team.
- Agile and can easily adjust to ever changing expectations and priorities.
- Collaborative and provide timely feedback.
- Good conceptual, comprehension and presentation skills.
- Excellent organisational skills, solutions focussed and the ability to respond to and prioritise multiple requirements.

FINANCE & ADMINISTRATION MANAGER

The Position

The position reports to the General Manager and the primary objective is to provide support to EXCO and the business cost units. You will offer advisory support services and financial strategic input that impacts strategic business imperatives and will develop, analyse and make recommendations on key financial information to support management decision making for sustainability and growth; participate in the alignment and implementation of the unit performance strategy and goals; facilitate and consolidate the annual budgeting process at line manager level; liaise with line managers to produce monthly management reports and provide commentary to EXCO on significant variances; monitor and report on cash flow movements. You will proactively monitor the financial reporting systems and internal controls, as well as accounting and collection procedures; recommend changes to strengthen existing procedures, operating systems and other financial control functions. You will work in close collaboration with the General Manager in performing regular risk assessments. As a senior member of the team, you will facilitate an assessment of the business unit's knowledge, skills and ability requirements; empower and align human capacity and roles to organisational imperatives; implement and oversee the business units' performance management process requirements. To guarantee the competent management of the division, you need to exhibit resilience, display business savvy, be accountable for decisions and deliver within lead time. You will have proven capacity to take and implement decisions and reflect a solutions oriented mindset. This position is appealing if you want a meaningful challenge, autonomy, an opportunity to impact business growth and have professional growth opportunities within their international portfolio.

Key areas of focus:

- **Strategy implementation:** Drive cost unit strategic imperatives and spearhead the implementation of finance strategy and systems.
- **Financial accounting and reporting:** Develop and maintain timely and accurate financial statements and reports that comply with GAAP and IFRS internal financial frames and confined to statutory deadlines. Provide the following services to EXCO and the management team: financial planning, reporting, analysis and forecasting; business process application; financial performance evaluation; budgetary facilitation; audit support services.
- **Reconciliations:** Record and reconcile all operational transactions from journal through to ledger for accurate flow into control accounts. Ensure procedural compliance on creditors, debtors and payment terms, the bank account is accurate, monthly reconciliations of creditors, month-end journals, nominal ledger and balance sheet accounts and anomalies are accounted for.
- **Audit support services:** Offer support in the completion of year-end journals and final trial balance. Ensure that audit queries are resolved in a timely fashion and that external audit requirements are met.
- **Budgetary control:** In collaboration with the General Manager, lead and manage budgets and control costs for all departments, identify appropriate cost saving measures and decide on all routine financial action steps required for purposes of compliance.
- **Financial management:** Structure reporting of the company's financial statements and information in line with regulations, company policy and external requirements. Facilitate sound financial management practices within the company.
- **Fixed asset register control:** Oversee the fixed asset register on a monthly basis, acquisition of capital assets, proper recording, amortization and disposal.
- **Leadership:** Advise the organisation on accounting and financial reporting, promote and foster a team based service-oriented and performance culture consistent with the core values and that stimulates creativity and excellence.
- **Advisory function:** Provide technical advice and support to staff and management to maintain standards and compliance.
- **Operations:** Provide support to EXCO and comply with statutory regulations.
- **Creditors:** Identify disputes with suppliers on payment terms and assist with complex creditor cases.

The Person

Minimum requirements:

- At least a degree in Finance/Accounting or equivalent qualification from a recognised tertiary institution.
- 10 years' experience with 3 to 5 years in a managerial role.
- Experience in developing and implementation of strategy.
- Experience and knowledge of SAP would serve as an advantage.
- Demonstrated experience in a commercial and manufacturing environment would be advantageous.
- Knowledgeable in policy development and implementation.
- Must have an entrepreneurial mindset with a commercial background.
- Proven ability to work efficiently in a fast-paced environment.
- Computer literate in MS Outlook, Excel, Word and PowerPoint.
- Namibian citizenship.

Competency requirements:

- Able to appropriately articulate, arrange and prioritise work schedules so as to meet the demands of the role.
- Internally driven and unreservedly committed to attain specific goals and milestones.
- Detail-oriented and can follow through on initiatives.
- Personal resilience and stress management aptitude.
- A good listener and able to articulate the objectives of the organisation.
- Able to be assertive and set healthy boundaries.
- Results driven with a demonstrated ability to effectively work in a diverse team.
- Exceptional planning and organising ability.
- Collaborative and provides timely feedback.
- Good comprehension and presentation skills.
- Discretion ability in working with confidential management information.
- Highly agile with excellent organizational skills and the ability to multitask.
- Accurate and analytical.
- Sound strategic management ability or conceptual understanding.

Interested?

We request that you e-mail your CV for the attention of the following consultants for the respective positions:

Manager: Finance & Administration for the attention of Ms Tangi Mumbalu @ admin6@potentia.com.na.

Manager: Sales Mr Cameron Kali @ admin8@potentia.com.na

Our client offers an attractive package commensurate with qualifications and experience for each of these positions. The closing date for all applications is **19 July 2018** and suitably qualified Namibians are encouraged to apply. If you have not received an acknowledgement of your application within 1 working day, please contact us on 061 381 000. Kindly be advised that **all applications will be handled exclusively by Potentia and all selected candidates will be required to undertake an assessment test. Only electronic CV's will be accepted.**



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