



nampost®

**Vision: A modern, Vibrant, Customer Centric Company
that delivers value for its stakeholders.**

VACANCY – Sales Executive (Digital Services)

Division: Customer Service and Sales

Department: Mail and Logistics

Office: Windhoek

Primary purpose of position

To maintain and grow customer and revenue base for Mail and Logistics and establish multi-level relationships with customers to ensure long term business relations.

Main Responsibilities

- Business Retention
- New Business
- Market Intelligence/Market research
- Events/Promotion
- Sales
- Reporting

Educational and experience requirements

Grade 12 and a relevant Sales and Marketing Diploma with 3 year sales experience within the logistics sector.

Skills and Knowledge requirements

- Computer literacy
- A good level of technical understanding, with enthusiasm for new technology and its commercial uses
- Knowledge of international and expedited mail service industry
- Excellent communication and negotiation skills
- Good command of the English language

Personality requirements

- Customer Orientated
- Friendly
- Helpful
- Honest
- Reliable
- Punctual
- Negotiating skills
- Outgoing

Other: Code BE driver's licence

Closing Date: 31 January 2025

Candidates who comply with the above criteria and competency areas should register on Nampost website (www.nampost.com.na).

The documents that need to be forwarded Cover letter, certified copies of relevant qualifications together with a detailed curriculum vitae. Applicants who do not receive any response within three weeks after the closing date must accept that their applications were not considered favourably.

Note: NamPost is an Equal Opportunity Employer and operates in line with affirmative action guidelines.