

Hangala Foods

Job Profile:

Business Development Officer

PREPARED BY:	Group Human Resource & Corporate Services	BUSINESS UNIT:	Hangala Foods
AGREED BY: (Incumbent)		REPORTS TO:	Managing Director
		DUTY STATION:	Windhoek
APPROVED BY (Supervisor):		TEAM MEMBERS: Level 1: Level2: Total:	0
PROFILE COMPLETION DATE:	21 September 2020	PATTERSON DBM GRADE:	

JOB PURPOSE

Accountable for overall effective management, improvement and new strategic framework around the development of the business. The role will focus on integrating all aspects around developing and increasing the business revenue base, Responsible for research and implementation of approved programs.

Job Profile:

Overview of Responsibilities

- Recommend and implement strategies that will grow the business
- Increase sales opportunities and maximize revenue for the business
- Identify and plan activities for the upcoming year
- Contribute toward developing strategies and ensuring that the company becomes the leading manufacturer and processing of food for animals, plants in the area of operations.

Operational and Business Development Function

- Implement and pro-actively manage milestones
- Develop and oversee overall supply chain, including purchasing and inventory of products, material as well as selection of vendors
- Coordinate purchasing, transport, warehousing and distribution of foods and material
- Develop good market understanding of the market so as to select products that are in demand and will sell
- Advise which product to be sourced and from where,

- Negotiate contract and supply agreements with clients and suppliers
- Interact with customers to ensure that all products prices, safety/health and quality are of acceptable standard
- Analyze outcomes and implement improvement plan for the business
- Monitoring all monthly expenditure of the relevant organizational unit and identifies spending deviations.

New Business Development

- Meet and build relationships with potential clients by growing, maintaining and leveraging your network.
- Identify potential clients and the decision makers within the client organization
- Coordinate meetings between client decision makers and management of business units
- Develop and implement Research & Development framework
- Work with team to develop proposals that speaks to client's needs, concerns and objectives.
- Participate in pricing the solution
- Handle objections by clarifying, emphasizing agreements and working through difference to positive conclusion

Client Retention

- Facilitate the process of conducting a customer and stakeholder satisfaction Survey.
- Present new products and services and enhance existing relationships
- Work with technical staff and internal colleagues to meet customer needs
- Improve stakeholder interface process, analyses national footprint
- Identify opportunities for campaigns, services and distribution channels that company's unique selling propositions and differentiations
- Listen to stakeholders and ensure that their input are valued and considered where possible

Note:

- Your job description is a broad indication of your duties. No job title can be regarded as a precise specification of duties but should rather be seen as a summary of main responsibilities.
- The statements in this job profile are intended to describe the general nature and level of work being performed by employees, and are not to be construed as an exhaustive list of responsibilities, duties and skills. They do not establish a contract for employment and are subject to change at the discretion of the employer.
- From time to time you may be required to undertake other duties, particularly when others are absent from work, for job rotation purposes or as the emergencies of a business dictate.

Job Incumbent		Date:
Supervisor		Date:
Head of Business Unit	Mr. Pamani Hangala	Date:
Incumbent Signature		Date:

