

VACANCY NOTICE

POSITION	SALES MANAGERS
LOCATION	KUALA LUMPUR OR SARAWAK
INDUSTRY	EDUCATION
TYPE	FULL TIME

JOB SUMMARY

Responsible for developing and implementing sales and marketing strategies in the channels, area and territories assigned. The Sales Manager is responsible for the performance of the sales employees under his supervision, communicating about sales goals and expectations and ensuring the sales staff have the proper training and tools to perform their duties.

- Determines annual recruitment plans for the assigned market by implementing marketing strategies; analysing trends and results.
- Establishes sales objectives by forecasting and developing annual sales targets for the assigned channels, regions and territories; projecting expected enrolment and targets for existing and new courses.
- Maintains enrolment targets by keeping current with the competitors' offerings, the market trends and students' expectations.
- Completes sales operational requirements by scheduling roadshows for the sales staff and track their enrolment performance.
- Maintains sales staff by recruiting, selecting, orienting, and training sales staff.
- Maintains sales staff performance by counselling and disciplining employees; planning, monitoring, and appraising job results.
- Maintains relationship and recruitment targets by the agents.
- Maintains professional and technical knowledge by attending educational workshops; training recommended by the institution, establishing personal networks and participating in professional societies.
- Contributes to team effort by accomplishing related results as needed.