

Vexila (Pty) Ltd. is a proudly African company with a global presence, manufacturing high quality products for Africa and the world. We are specialists in manufacturing products for energy transmission and distribution networks. The head office and manufacturing operations are situated in Pietermaritzburg.

Sales Engineer

Vexila (Pty) Ltd. is looking for a Sales Engineer to join the team. The purpose of the role is to market and sell products to customers in the local and international market. The position reports directly to the Business Development Manager.

Minimum Qualifications

- National Diploma in Electrical /Mechanical Engineering or equivalent
- Possess a valid driver's license

Experience Required

- 3 years' experience in a Sales or Engineering role
- Tendering experience compulsory
- Experience in working with letters of credits and Incoterms
- Computer experience including Excel, Word, and PowerPoint

Key Skills and Knowledge Required

Skills and Abilities

- Excellent communication skills, both verbal and written in English
- Customer-centric approach
- Ability to build and sustain good customer relationships
- Persistence and self-motivation
- Negotiation
- Ability to collaborate with a variety of stakeholders
- Planning, organising and coordination skills
- Presentation skills
- Resilient and ability to withstand high levels of pressure and deadlines
- Must be willing and able to travel

Professional Ethics

- Personal credibility – displaying high ethical standards

Knowledge

- Meeting sales targets
- Administration
- Business acumen – understand business and customer needs
- Technical knowledge in electrical and/or mechanical engineering
- Reading, understanding and processing of tenders
- Knowledge of Incoterms and letters of credits
- Knowledge of electrical power transmission and distribution will be an added advantage.



Work Systems

- MS Office (Word; Excel, PowerPoint and Outlook)
- Syspro

Key Responsibilities

- Research, identify and prospect new potential customers;
- Visiting customers and potential customers to evaluate needs or promote products;
- Prepare and deliver technical presentations explaining products to customers and prospective customers;
- Increase revenue with current, new customers and new product technologies;
- Manage the Distributor customer portfolio;
- Orders to be processed correctly and immediately upon receipt;
- Ensure quotes/tenders submitted on time and complete with all returnable documents as requested by customers;
- Provide technical support in the completion of quotes and tenders when required;
- Manage and report on running contracts and activities for the month;
- Follow up and update quotes on quotation module and report on success rate;
- Create and complete call log register;
- Run yearly customer satisfaction survey, analyse and summarise results, liaise with the Business Development Manager on response plan;
- Complete gift register with integrity;
- Generate and forward all picking tickets to the relevant stakeholders;
- Generate and forward order acknowledgements to customers;
- File offers and orders processed both electronically and in the archives;
- Submit updated delivery schedules to customers on a weekly basis;
- Log all tenders and projects in the projects outstanding list; and
- Traveling locally in South Africa to visit customers following the approved travel plan.

Directions to Applicants

Interested applicants should email Recruitment@vexila.com a comprehensive CV, with certified copies of qualifications and ID document and quote reference number **VX/SAC/03**. Failure to attach the requested documents will result in the application not being considered. No late applications will be considered. Pre-employment checks will be conducted on the short-listed candidates and the appointment is subject to the positive outcome of the checks which include reference and criminal checks and qualification verification. Applications received by candidates will be stored safely and securely and will be used for recruitment purposes only. In line with our employment equity plan, preference will be given to Affirmative Action candidates. The company offers competitive conditions of service and is committed to the provisions of the Employment Equity Act in its recruitment and employment policies.

CLOSING DATE: 7 April 2022

Correspondence will only be entered into with shortlisted applicants. Should you not hear from us within 30 days after closing date of the advert please consider your application unsuccessful.

Karisha Ramsaroop
HR Manager

Internal and External Advert for Sales Engineer (VX/SAE/03)