


# Request for Proposals: Design and Generation of a Bill of Quantities (BOQ) for a Solar Power System Kwacha Pension Trust Fund Head Office tender at Kwacha Pension Trust Fund

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## Vacancy title:

Sales and Operations Manager

[Type: FULL\_TIME, Industry: Business Management and Administration, Category: Sales & Retail]

## Jobs at:

Mount Meru Group

## Deadline of this Job:

Tuesday, May 20 2025

## Duty Station:

Lusaka | Lusaka | Zambia

## Summary

Date Posted: Tuesday, May 6 2025, Base Salary: Not Disclosed

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## JOB DETAILS:

### Job Summary:

We are seeking a results-driven Sales and Operations Manager to oversee and coordinate sales strategies and operational functions within our plastic houseware manufacturing company. This role requires someone who can grow the market across Zambia and surrounding regions, manage client relationships, and ensure smooth coordination between production, inventory, and distribution.

Key Responsibilities:

#### Sales Management:

- Develop and lead a sales team and motivate the team to meet and exceed KPIs.
- Develop and implement national and regional sales strategies for plastic houseware products.
- Identify and grow new markets, customers, and distribution channels across Zambia and neighboring countries.
- Build and maintain strong relationships with wholesalers, supermarkets, hardware chains, and informal markets.
- Manage key accounts and build strong relationships with distributors, retailers, and B2B clients.
- Monitor competitor activity and market trends to adjust strategies accordingly.
- Prepare and negotiate sales contracts with clients and distributors.
- Monitor sales performance and analyze trends to identify new opportunities.

#### Operations Management:

- Coordinate with production to align output with market demand.
- Oversee end-to-end operations, including production planning, inventory management, warehousing, and logistics.
- Coordinate with production teams to align output with customer demand.
- Ensure timely delivery and optimal stock levels across the supply chain.
- Work with the production and finance team to improve operational efficiency, reduce wastage, and minimize production costs.

#### Team Leadership:

- Develop and supervise a sales team and operations staff.
- Conduct training and performance reviews.
- Supervise and lead the sales and logistics teams.
- Conduct regular performance reviews and staff training.
- Foster a accountability, and a results-oriented, customer-centric culture.

#### Reporting and Analysis:

- Prepare monthly and quarterly reports on sales performance, inventory levels, and operational metrics.
- Use data to forecast demand and adjust plans accordingly.
- Collaborate with finance and senior management on budgeting and planning.

#### Qualifications:

- Bachelor's degree in Business Administration, Sales, Operations Management, or related field.
- Proven track record in driving sales growth and streamlining operations.
- Strong leadership, negotiation, and analytical skills.
- Minimum of 5 years' experience in sales and operations, ideally within manufacturing or FMCG sectors in Zambia.

Work Hours: 8

Experience in Months: 60

Level of Education: bachelor degree

#### **Job application procedure**

Interested in applying for this job? [Click here to submit your](#)

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## Job Info

**Job Category:**  
Tenders in Zambia

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**Job Type:** Full-time

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**Deadline of this Job:**  
Tuesday, May 20 2025

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**Duty Station:**  
Lusaka | Lusaka | Zambia

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**Posted:** 06-05-2025

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**No of Jobs:** 1

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**Start Publishing:** 06-05-2025

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**Stop Publishing (Put date of 2030):**  
06-05-2066

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