



1. JOB TITLE: AREA SALES MANAGER

Location: Mtwara Plant Tanzania, Mtwara Plant Tanzania

Company: Dangote Industries Limited

Key Duties & Responsibilities

- Develop and oversee the execution of sales plans to meet assigned revenue and target metric objectives within the assigned region.
- Participate in goal-setting activities for the region and agree on sales goals with Area Sales Officers
- Develop sales work plans for the region with a clear approach for adoption by the Area Sales Officers
- Coordinate the day-to-day activities of the area sales team in the assigned region and ensure alignment with the company's objectives
- Proactively identify and make recommendations to the Head of Sales and Marketing on potential revenue streams and customer needs.
- Periodically review the performance of the regional area sales team against set targets.
- Monitor sales performance in assigned region and ensure the development of effective strategies to address shortfalls
- Develop and manage relationships with key customers in assigned region/s and maintain long term relationships with strategic customers.
- Oversee the management of the region's customer database to support sales initiatives
- Provide support to sales officers in the resolution of escalated sales/ and customer-related issues.
- Coordinate with the marketing teams and ensure the implementation of promotional activities for the region.
- Evaluate market trends and gather competitive information, identify trends that affect current and future growth of regional sales and profitability.
- Conduct demand planning and forecasting to manage and ensure product availability for customers at all time.
- Develop and implement tactics and strategies for distributor loyalty
- Oversee the preparation of the monthly and annual budget for the assigned region and monitor its implementation
- Authorise the expenses for the sales region in line with the approved budget and manual of authority
- Collate periodic sales reports from sales officers for submission and review by DCP Tanzania Management for strategic decision making

Professional Qualifications, Experience, Skills and Competencies

- Bachelor's degree in business administration, Commerce or Marketing
- Post Graduate in Business, MBA preferred
- A Minimum of eight (8) years of work experience, at least 4 years should be as Sales Manager
- Strong communication skills
- Commercial orientation
- Creating and implementing a sales plan
- Meeting sales goals by monitoring progress
- Analysing sales data
- Presentation skills
- Management and leadership skills
- Developing budgets

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2. JOB TITLE: SALES ADMIN OFFICER

Location: Mtwara Plant Tanzania, Mtwara Plant Tanzania

Company: Dangote Industries Limited

Key Duties & Responsibilities

- Payment confirmation
- Daily order booking
- ATC Creation
- Open ATC management
- ATC movement record keeping
- ITA creation
- Issuance of ATCs to transport department/customer/customer representative
- Company order creation procedures compliance
- Sales officer/coordinator team coordination (for order creation)
- Transport and logistics coordination (to ensure seamless dispatch)
- Compilation of customer service sales report
- Maintenance of strict customer account statements confidentiality
- Customer account balance confirmation
- Customer queries management
- Development and implementation of customer experience improvement tactics and strategies
- Collation of periodic sales reports for review and submission to DCLT Management

- Alarm raising (in time) any observations, events or compliance breaches that have the potential to adversely impact sales operations
- Identification and recommendation of sales operation improvement to the Head of Sales & Marketing

Professional Qualifications, Experience, Skills and Competencies

- Bachelor's degree in commerce/business administration or any Other Related Business studies
- At least 2 years of working experience in a sales operations position
- Customer service management
- Excellent communication skills both verbal and written (English and Swahili)
- Strong leadership skills
- Report complication
- Problems solving skills
- Teamwork skills

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3. JOB TITLE: EXPORT SALES OFFICER

Location: Mtwara Plant Tanzania, Mtwara Plant Tanzania

Company: Dangote Industries Limited

Job Overview:

We are seeking a dynamic and results-driven Export Sales Officer to oversee and grow our cement exports in Mozambique, Comoros, Madagascar, and surrounding Indian Ocean and East African corridors. The successful candidate will be responsible for developing strategic partnerships, managing client relationships, and driving revenue growth while ensuring smooth cross-border operations and regulatory compliance.

Key Responsibilities:

- Develop and execute export sales strategies to expand market share in assigned territories.
- Identify, onboard, and manage distributors, wholesalers, and large-scale buyers of cement and related products.
- Achieve monthly, quarterly, and annual sales targets and monitor key KPIs across export markets.
- Conduct market intelligence and competitor analysis to identify opportunities and risks.
- Coordinate with production, logistics, and transport teams to ensure order fulfillment, quality standards, and delivery timelines.

- Manage export documentation (e.g., commercial invoices, packing lists, certificates of origin) and ensure compliance with trade regulations and destination country requirements.
- Establish and maintain strong relationships with customers, government agencies, and industry stakeholders in the region.
- Provide regular reporting on market performance, customer feedback, and regional developments.
- Represent the company at trade fairs, exhibitions, and client meetings to strengthen market visibility and brand positioning

Academic Qualification, Experience, Skills and Competencies

- Bachelor's degree in International Business, Marketing, Sales, or a related field.
- 3–5 years of export sales experience, preferably in the cement, construction materials, FMCG or heavy manufacturing sectors.
- Strong understanding of cross-border logistics, international trade regulations, and export documentation processes.
- Experience working with markets in Mozambique, Comoros, Madagascar, and other East African countries is highly preferred.
- Fluency in English is required; Portuguese and/or French is a strong advantage.
- Proficient in MS Office and CRM systems.
- Willingness to travel extensively across assigned markets.

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4. JOB TITLE: SALES OFFICER

Location: Mtwara Plant Tanzania, Mtwara Plant Tanzania

Company: Dangote Industries Limited

Job Summary

Coordinates sales activities and oversee execution of agreed strategies to meet customer needs, enhance brand equity and ultimately increase revenue generation for DCLT in the assigned region within the country.

Duties and Responsibilities

- Develop and oversee the execution of sales strategies to meet assigned revenue and target metric objectives within the assigned region.
- Participate in goal-setting activities for the region and agree goals with Area Sales Manager and the Head of Sales & Marketing.
- Develop work plans for the region with clear approach for adoption by the Area Sales Manager.
- Proactively identify and make recommendations to the Head of Sales & Marketing on potential revenue streams and customer needs.

- Monitor sales performance in assigned region and ensure development of effective strategies to address shortfalls.
- Develop and manage relationships with key customers in the assigned region and maintain long-term relationships with strategic clients.
- Oversee the management of the region's customer database to support sales initiatives.
- Provide support to Area Sales Manager in resolution of escalated sales and/ or customer related issues.
- Coordinate with the marketing team and ensure implementation of promotional activities for the region.
- Evaluate market trends and gather competitive intelligence, identify trends that may affect current and future growth of regional sales and profitability.
- Conduct demand planning and forecasting to manage and ensure product availability for customers at all times.
- Develop and implement tactics and strategies for distributor loyalty.
- Oversee the preparation of annual budget for the assigned region and monitor its implementation.
- Manage customer complaints & escalate where necessary.
- Ensure yearly growth for assigned Customers & ensure customer retention.
- Recruit new Customers.

Professional Qualifications, Experience, Skills and Competencies

- Bachelor's degree or its equivalent in Sales, Marketing, Business Administration or a related discipline.
- Minimum of Three (3) years' experience in Sales & Marketing.
- Proficiency in Microsoft office suits/SAP applications.
- Good working attitude
- Good decision making
- Teamwork experience
- Good computer knowledge (especially excel)

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