



EXCITING CAREER OPPORTUNITY

Job Title: **Sales Officers (15)**

Reporting to: Branch Manager

Location: Multiple Locations

JOB SUMMARY

Sales Officer focuses on the growth of clients and building relationships by opening accounts for new customers, developing, managing and maintaining a profitable portfolio for both savings and credit clients.

ESSENTIAL DUTIES

- Conduct sales drive and explain FINCA products and services to potential and existing clients
- Open accounts for both savers and loan clients in the field or at the branch.
- Partner with Branch manager to develop daily, weekly and monthly action plans regarding growing clients base, increasing number of loan disbursements, opening savings account, building and managing profitable relationship that focus on individual performance goals
- Market all FINCA products and services to potential clients by using promotional tools and mechanisms approved by FINCA's management
- Responsible for submitting quality loan application to the credit department, responsible for managing relationship and responsible for understanding customer needs and propose possible solution that can resolve customer challenges.

- Ensure clients have access to banking by establishing and promoting Agencies and other alternative delivery channels that provide quality and reliable services to FINCA clients
- Prepare and present sales and performance reports as required by the Branch manager
- Ensure all customer documentation is well managed.

QUALIFICATIONS

- Diploma/Degree in Business related studies, Social Studies, Community Development, Finance, Economics or any other relevant field
- Working in a client-facing sales role, in educational profession or in agricultural field is highly desired.
- Basic mathematics and analytical skills are required together with writing, reading comprehension skills and attention to details.
- Strong customer orientation.
- Experience in Micro Lending is an added advantage

Apply: Send updated CV with your current address to

TZ_Recruitment@finca.co.tz not later than **September 30, 2026**

Only shortlisted candidates will be contacted