

Business Development Officer

The Stoic Company

Location: Nairobi, Kenya

Reports to: The Managing Director

Type of Contract: Temporary Fixed Term (TFT)

Duration: 12 months

Total Compensation: Ksh.50k p.m.

Stoic Company ('Stoic') is a leading Fleet Management & Tracking Solutions provider that has enabled numerous clients to optimise their business assets through innovative solutions and customer service.

Since its formation in 1998, the company has provided solutions for numerous clients that has seen Stoic evolve from the single brand of [Vehicle Accessories](#) to encompass its now core business brand of [StoicFleetWatch](#) (Fleet Management & Tracking Solutions) as well as new business brands in [Logistics](#) and [Asset Management](#).

The company's clientele includes; Kenya Airways, GTZ, WFP, Apollo Tours, Nanak Trucking, Warren Engineering, Tile and Carpet Centre, Melvins Tea, Security Group, Jatco Taxis to name a few.

The Business Development Officer:

- Works with the Managing Director and other staff to research on new business ideas, develop the implementation program of new business as well as sell to potential new business partners and associates.
- Negotiates and closes strategic business development deals.
- Represents the company in business meetings towards new business.
- Serves as the day to day business owner for all new and existing partners.

Job Responsibilities:

- Research on developing new business for Stoic's developed and emerging brands [developed = Fleet Watch and Vehicle Accessories, emerging=Logistics and Asset Management].
- Execute business development strategy through writing of business plans/proposals, follow-up communication to new/potential business partners both local and international.
- Sell new business ideas across the company.
- Site and market visits to ascertain business opportunities and reporting of the same to MD.
- Review of business contracts to ensure that they position Stoic's interests as well as meet approved legal criteria and guidelines.
- Follow-up to ensure payments to and from Stoic are effected as per new business contracts. This also includes meeting regularly with accounts payable to ensure partners payments are on time, reach out to partners if payments are overdue & manage issues as needed

Minimum Qualifications:

- IT savvy
- Quick learner with right aptitude
- Ability to work under pressure
- Excellent oral & written communication, negotiation and presentation skills
- Advanced Excel and PowerPoint skills

Preferred Qualifications:

- Diploma or Degree in Business Development
- Experience in similar position
- Ability to handle multiple projects and numerous partner relationships, and drive groups to collective business decisions
- Proven track record negotiating & closing medium to large sized deals.
- Advanced financial analysis, planning and modeling skills
- Experience managing budgets and forecasting

How to apply; application letter + C.V. to - nicosituma@gmail.com, Deadline; Fri 24 April 2009