

**SALES REPRESENTATIVE**

SR/GEN/HR/02/10 - GENSET DEPARTMENT

**Job Description**

The selected candidate shall:

- Align with Manager's sales strategies and objectives.
- Promote actively products and services.
- Achieve sales targets defined by Manager and himself.
- Conduct daily visits to its customers based on a well planned Customer Visit program.
- Maintain good business relationship and enhance existing portfolio of customers.
- Prepare quotations and liaise with the Manager.
- Develop sales of new line of products.
- Communicate market feedback to Manager as and when required.
- Follow up of debtors.

**Profile**

- Age between 25 - 35 yrs old
- Possess excellent communication, interpersonal and negotiation skills
- Be very dynamic, possess a positive attitude and be self driven.
- Able to work under pressure and odd hours
- Able to establish and maintain good relationships with co workers, Head of Departments and Customers
- Eager to learn and innovate.

**Skills & Qualifications**

- Higher School Certificate + 2 years experience
- Diploma in Sales & Marketing
- Computer literate.
- A valid driving licence for car.
- Fluent in both written and spoken French and English

Experience  
 • 2 Years of work experience in the sales of generator related products and services would be a definite advantage.

**TECHNICIAN**

TEC/AUT/HR/02/10 - AUTOMATION DEPARTMENT

**Job Description**

The selected candidate shall:

- Assist and solve technical problems and breakdowns
- Be responsible for commissioning, maintenance and development work on projects.
- Program Scada's, AC drives, Instrumentation, computer hardware and software system, PLC's and any process related equipment.
- Ensure proper follow up and completion of projects.
- Provide technical advice to Sales team and engineering colleagues.
- Design electrical circuits.

**Profile**

- Age between 20 - 30 yrs old.
- Possess good communication skills
- Be very dynamic, possess a positive attitude and be self driven.
- Able to work under pressure and odd hours
- Able to establish and maintain good relationships with co workers, Head of Departments and Customers
- Eager to learn and innovate.

**Skills & Qualifications**

- School Certificate
- Diploma in Automation/Instrumentation
- Computer literate
- A valid driving licence for car
- Fluent in both written and spoken French and English

Experience  
 • 1 year of work experience in the related field. Experience on PLC/Scada/Drives programming, commissioning and troubleshooting.

**SALES ENGINEERS (3 POSTS)**SE/GEN/HR/02/10 - GENSET DEPARTMENT  
SE/AUTO/HR/02/10 - ELECTRONIC DEPARTMENT  
SE/AUT/HR/02/10 - AUTOMATION DEPARTMENT**Job Description**

The selected candidate shall:

- Align with Manager's sales strategies and objectives.
- Promote actively products and services.
- Achieve sales targets defined by Manager and himself.
- Ensure proper follow up and completion of projects through effective project management.
- Maintain good business relationship and enhance existing portfolio of customers.
- Prepare quotations and liaise with the Manager.
- Identify and develop sales of new line of products to suit market trends to participate in the growth and profitability of the department.
- Design proper installation and size equipment
- Prepare BOQ and tenders.
- Communicate market feedback to Manager as and when required.

**Profile**

- Age between 25 - 40 yrs old
- Possess excellent communication, interpersonal and negotiation skills
- Be very dynamic, possess a positive attitude and be self driven.
- Able to establish and maintain good relationships with co workers, Head of Departments and Customers
- Eager to learn and innovate.

**Skills & Qualifications**

- Higher School Certificate
- B.Eng Electrical or Mechanical Engineering or Mechatronic Engineering (GENSET)
- B.Eng Mechatronic / Electronic Engineering (ELECTRONIC)
- B.Eng Electronic Engineering (AUTOMATION)
- Computer literate.
- A valid driving licence for car.
- Fluent in both written and spoken French and English

**Experience**

- 2 Years of work experience in the sales of relevant lines of products and services would be a definite advantage.

**ELECTRICAL TECHNICIAN**

TEC/SER/HR/02/10 - SERVICE DEPARTMENT

**Skills & Qualifications**

- NTC 3 or equivalent in Electrical Engineering
- A valid driving license

**Experience**

- At least 2 years experience in domestic or/and industrial engineering works
- Experience in repairs and servicing of hotel and catering equipments will be a definite advantage

**ELECTRONIC TECHNICIANS**

TEC/SER/HR/02/10 - SERVICE DEPARTMENT

**Skills & Qualifications**

- Diploma in Electronic Engineering
- A valid driving license

**Experience**

- At least 2 years experience in electronic engineering works
- Experience in UPS and automation will be a definite advantage

**TENDERING ENGINEER**

TE/TTRA/HR/02/10 - TRADING DEPARTMENT

**Job Description**

The selected candidate shall:

- Work on all tenders and quotation.
- Prepare tenders and quotes, fill in BOQs, prepare technical specifications
- Check and design technical specifications
- Design and calculate for design and build projects.
- Follow-up of project costs with Project/Sales Engineer and departmental managers with respect to budget.
- Do site visits during tender stage
- Liaise with M&E engineers/consultants for clarification of tender specs
- Attend negotiation meetings with Sales Manager
- Communicate market feedback to Manager as and when required.

**Profile**

- Age between 25 - 35 yrs old.
- Possess excellent communication, interpersonal and negotiation skills
- Be very dynamic, possess a positive attitude and be self driven.
- Able to work under pressure and odd hours
- Possess excellent communication, interpersonal and negotiation skills
- Be very dynamic, self driven and prepared to work under pressure and odd hours
- Able to establish and maintain good relationships with co workers, Head of Departments and Customers
- Eager to learn and innovate.

**Skills & Qualifications**

- Higher School Certificate
- B.Eng Mechatronic / Mechanical Engineering / Electrical Engineering
- Knowledge of Autocad essential
- Computer literate
- A valid driving licence for car
- Fluent in both written and spoken French and English

**Experience**

- 2 years of work experience in a M&E Tendering or contracting environment.

