



**EGERTON UNIVERSITY SACCO SOCIETY LIMITED**  
**P.O. BOX 178 - 20115**  
**EGERTON**

## JOB ADVERTISEMENT

Egerton University DT Sacco Society Limited invites applications from qualified, results-oriented individuals for the position of Sales representatives. The initial contract duration is six (6) months, renewable based on performance.

<b>POSITION</b>	<b>SALES REPRESENTATIVES (2 POSITIONS)</b>
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<b>REPORTING TO</b>	<b>BUSINESS DEVELOPMENT MANAGER</b>
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### **JOB SUMMARY**

The Sales Representative will be responsible for recruiting new members, promoting Sacco products and services and supporting member retention and satisfaction.

### **TASKS & RESPONSIBILITIES**

1. Recruit new members and ensure their accounts are fully funded and active
2. Identify, pursue and follow up on sales leads to grow the Sacco membership and product uptake.
3. Maintain strong relationships with both individual members and groups through regular engagement and visits
4. Promote and cross-sell Sacco products and services to both existing and prospective members.
5. Address member queries and complaints, ensuring a high level of customer satisfaction.
6. Participate in outreach initiatives such as education forums and marketing campaigns.
7. Support the launch and market penetration of new Sacco products.
8. Prepare and submit accurate weekly and monthly performance reports.

### **Minimum Qualifications and Skills**

1. Diploma in Business-Related course from a recognized institution (Bachelor's Degree in business related course will be an added advantage).
2. At least two (2) years of relevant experience in a financial institution preferably Sacco or Micro Finance setting.
3. Good understanding of Sacco operations, financial products and related regulatory frameworks.
4. Proven sales, marketing, and customer services skills with a track record of meeting targets.
5. Strong communication, interpersonal and relationship-building abilities.
6. Excellent analytical, reporting, and problem-solving skills.
7. High level of integrity, self-drive, and ability to work independently with minimal supervision.
8. Sound judgment and decision-making capabilities, particularly in financial service delivery.

**How to apply**

Interested and qualified candidates are asked to forward a soft copy application letter enclosing detailed Curriculum Vitae accompanied by copies of academic certificates, National ID, testimonials, names and contact of two referees including your current or former supervisor. Include day and evening telephone numbers in your application.

**E-MAIL your application to:** [hr-recruitment@egertonsacco.coop](mailto:hr-recruitment@egertonsacco.coop) to reach us on or before Friday, 09<sup>th</sup> May, 2025 at 5.00 pm.

Note: Applications received after the closing date will not be considered. Only shortlisted candidates will be contacted.

