

OPPORTUNITY TO SERVE

Sales and Marketing Representative

BTL, a Christian faith-based organisation, involved in Language Development, Bible Translation, Literacy and Community Development among minority languages of Kenya, is seeking to recruit highly motivated born again Christian with a good Christian standing, demonstrated spiritual maturity, integrity and a calling to serve to fill the position above.

The Role

The Sales and Marketing Representative shall be responsible for coordinating and running the BTL bookshop, Developing and executing sales and marketing strategies for Scripture and other materials published by BTL.

DUTIES AND RESPONSIBILITIES

- Set Sales Goals and plan Sales promotions
- Coordinate sale of Bibles and books for BTL
- Develop and implement sales and marketing strategies.
- Publicize and market the Bookshop through social media, BTL website, person to person and any other forums
- Create and maintain mutually beneficial networks and distribution points.
- Liaise with Schools, Churches and Bookshops to promote sale and use of Christian materials

QUALIFICATIONS

- A minimum of a Diploma in Business Administration majoring in marketing from a reputable institution of learning
- At least two years' experience in a similar role
- Excellent Computer skills
- Good communication skills both written and verbal
- Good networking skills
- Flexible - Can work odd hours, weekends, holidays etc.
- Reliable-Dependable, faithful and works under minimal supervision.
- Creative – free to think, be innovative and implement ideas that will generate sales and increase revenues.

Applications with a detailed CV, copies of certificates, and three referees (Professional, Social and Church), Office and mobile telephone contacts for both applicant and referees be emailed (Preferred) or posted to reach the under mentioned by **Friday 11th August 2017**

HUMAN RESOURCES MANAGER

BIBLE TRANSLATION AND LITERACY,

P.O Box 44456 – 00100

Nairobi

Email: careers@btlkenya.org

Note: Only successful candidates will be contacted