

**Drive Control Corporation (Pty) Ltd**  
**Job Title: Multi-Vendor Product Specialist**  
**Department: Product Specialists**  
**Reports to: PM Business Unit Manager**  
**Branch: Johannesburg**



**Starting Date: ASAP**

A vacancy exists for a dynamic candidate to fill a Product Specialist position at our Johannesburg Offices.

Requirements/Minimum Qualification:

- Matric/Grade 12 (Certificate required).
- Previous 2 - 5 years Product Specialist experience a must.
- Previous 2 – 5 years Sales experience a must.
- Administrative experience essential.
- Relevant qualifications an advantage.
- Computer Literate – MS Office (Word, **Advance Excel**, Outlook).
- Knowledge of Microsoft Dynamics an advantage.
- Knowledge of Axapa an advantage.

Requirements:

- Good customer relationship skills.
- Self-Motivated, ability to work under pressure.
- Honest, reliable with a strong sense of accountability.
- Be able to work independently & within a team.
- Neat, self-organized, well spoken & well presented.
- Good communication and interpersonal skills are prerequisite.
- Attention to detail with effective time-management skills.
- Innovative, with analytical skills.
- Good problem solving skills.
- Strong selling skills – a must.

Duties and Responsibilities will include:

**Vendor Management:**

- Must be able to manage the Vendor, in depth understanding of how the Vendors do business, targets and rebates.
- Work closely with local office and establish an honest working relationship.
- Know the Vendor marketing campaigns and execute within DCC.

**Sales Management:**

- Assist DCC's national sales force to sell through the product.
- Clear communication on all relevant product lines, market related information, objectives and technical knowledge to all the sales teams and ensure understanding.

- High expectations in making yourself know by DCC's database at the Product Specialist.
- Drive your own target and it is your responsibility to achieve national targets.
- **Develop a sell through plan to drive the sales within DCC.**

**Back Office Management:**

- Produce pricelist, price comparisons from competitors, ETA list, etc. on Excel.
- Monthly target must be given to all sales people as well as the key accounts in order to achieve targets.

**Marketing Management:**

- Need to obtain adequate understanding of the product to produce effective marketing projects.
- Incentives, promotions and deals should be designed for the sales people as well as for the targeted database.
- **Perform additional duties as assigned by the Manager or Supervisor.**
- **Employee may from time to time be required to perform duties outside the ambit of the position.**

*Please forward all C.V. either by:*

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