



## VACANCY NOTICE : HEAD OF SALES & DISTRIBUTION

<b><u>OPERATING UNIT:</u></b>	Lonestar Cell MTN (Lonestar Communications Corporation)
<b><u>DIVISION:</u></b>	Sales & Distribution
<b><u>REPORTING TO:</u></b>	Chief Executive Officer
<b><u>NUMBER OF DIRECT REPORT:</u></b>	03
<b><u>LEVEL OF WORK:</u></b>	Level 3H
<b><u>TYPE/DURATION OF APPOINTMENT:</u></b>	Permanent
<b><u>LOCATION:</u></b>	Monrovia

### JOB MISSIONS

- Develop and provide strategic vision for the Sales & Distribution Division in order to ensure financial viability and sustainability of the division and organization with the revenue streams realized by the division.

### DETAILED DESCRIPTION

#### **Context: (Global influences, environmental / industry demands, organizational mission, etc.)**

- Constant dynamics in the economic ; regulatory and legal environments
- A medium risk environment requires continuous evaluation of highly dynamic telecommunications industry controls
- Highly dynamic telecommunications industry
- Inadequate process and system integration
- Increasing threat of emerging competition
- Increasingly competitive in the market place
- Focus on high value segments retention
- MTN Group expectations and requirements for the business risk management team of Marketing High Value Segment
- MTN OPCO business plan
- MTN policies, procedures and process documentation are continuously being improved and updated

#### **Task Complexity:**

- Develop and implement the sales channel management strategy/sales force management operations and ensure sales are driven through the direct and indirect channels
- Develop distribution network/channels and trade tiers business intelligence processes and analytics for greater insights/inputs to decision-making
- Ensure standard efficiency in processing channel partners' orders towards achieving excellent product availability and adequate depth and breadth product distribution
- Ensure proper alignment of commercial objectives in response to specific local market realities
- Ensure accurate reporting across regions and inform the Chief Executive Officer or any other authority delegated by the CEO about trends & changes as it affects on Sale & Distribution in MTN Liberia
- Develop and implement best practice trade management strategies
- Draw insights from business intelligence tools in order to drive sales of all MTN Liberia products
- Drive sales and revenue through optimal network capacity utilization

- Ensure effective sales order processing to ensure efficient fulfillment of products requirement in the trade
- Develop and ensure an operational efficiency through effective practice of commercial management
- Learn from business intelligence tools to boost sales of all MTN Liberia Products
- Generate sales and income through the optimal use of network capacity
- Provide basis to continuously drive together sales performance ; trade propositions/ compensation packages
- Ensure the efficiency of processing sales orders in order to ensure an effective implementation of commercial products and the needs to meet market requirement
- Ensure operational efficiency through effective logistics operations
- Ensure a cross-functional and effective engagement with other departments/business units to achieve corporate objectives / MTN Liberia business goals
- Develop end to end distribution strategies to ensure the presence across all MTN Liberia products
- Provide a basis for rolling continuously and set sales performance, sale proposals & compensations packages
- Drive cross-functional alignment and understanding of distribution strategies
- Drive high performance at workplace through rewards, recognition and performance management objectives
- Prepare and manage the budget of the division
- Maintain an adequate inventory of office supplies
- Coach and mentor the Sales and Distribution team to ensure understanding of the goals of the division, awareness of all related job requirements and accountabilities and leverage human resources through the deployment of robust management practices.

**Supervisory /Managerial/ Leadership Complexity:**

- Lead and motivate direct reports
- Influence and provide substantial input to decisions made by MTN Liberia Board
- Provide & communicate the Division's vision to all Stakeholders
- Motivate and influence activities across all departments within & outside the Sales & Distribution Division
- Instilling best leadership practices amongst all Sales and Distribution Division

**Creativities (improvement/innovation inherent):**

- Ability to gain credibility by setting out and reinforcing division's direction and focus
- Ability to drive commercial alignment with other parts of the Business
- Ability to creatively manage trade channels to drive substantial S&D performance for the business
- Suggest ways of sustaining the Division and the organization's growth

## **JOB REQUIREMENTS**

**Education:**

- Minimum of four (4) years tertiary degree in Commerce (Financial/Marketing/ Communication) or related
- MBA/ Relevant Professional Certification/ accreditation/ membership with professional body is required
- Fluent in English

**Experience:**

- 10 years' experience (Five (5) years in a senior manager position of sales function in a large organization; and five (5) years management experience)
- Understanding emerging markets is advantageous
- Worked across diverse cultures and geographies

**Knowledge:**

Must be a Role Model of ethical practices by living the **MTN Values** of: Leadership; Innovation; Relationship; Integrity; Can Do & adopt the **MTN Vital Behaviours** of: Complete Candour; Complete Accountability; Active Collaboration; Get-It-Done ; for others to follow

**Skills /other Competencies:**

- Formulates divisional strategies aligned to overarching strategies for execution
- Has the mental agility to understand complex business challenges and provide effective solutions
- Creates an environment for commercial and enterprise innovation
- Drives business practices by holding others accountable for demonstrating the MTN values and Vital Behaviours
- Is self-aware and leads/coaches others to develop capabilities for realising individual potential
- Collaborates across teams and builds networks and relationships with internal and external stakeholders
- Produces sustainable enterprise results
- Plans, organizes and sets controls in place for delivery of strategies
- Understanding best practices within the telecommunications industry

**Behavioural Qualities:**

- *Strategy Formulator & Decisive Problem Solver*
- *Innovative Value Creator & Culture and Change Champion*
- *Inspiring People Leader & Relationship Builder*
- *Results Achiever & Operationally Astute*
- *Commitment to the organization*
  
- Leadership Skills
- Stewardship skills
- Interpersonal skills
- Management Skills

**Submission Deadline :**

**Please address all applications (Cover Letter) & updated Curriculum Vitae and two (2) passport-sized photographs to:**

**The Management  
Lonestar Communications Corporation  
LBDI Building, Congo Town  
Monrovia, Liberia**

**Or e-mail: [hrvacancy@lonestarcell.com](mailto:hrvacancy@lonestarcell.com)**

**Deadline for submission of all applications is Tuesday, 16<sup>th</sup> May 2018 @ 4:30 p.m.**

**Please Note the following:**

**Only short-listed candidates will be contacted.**