



CAREER OPPORTUNITY

Job Title:	Sales and Marketing Manager - Real Estate	Job Type:	Full time/Permanent
Department:	Real Estate Department	Ref. No:	FCL/RE/020/062017
Experience:	Minimum 2 years working experience in Marketing at a Real Estate Firm.	Location:	Nairobi, Kenya

This is a full-time role within Fusion Capital Limited which is part of Fusion Group.

Roles and responsibilities of the successful candidate:

1. Develop and implement real estate sales and marketing policies and procedures.
2. Execute and manage real estate sales operations and supervise General sales administration in Real Estate.
3. Responsible for selling real estate units and managing the agents to close sales.
4. Liaise with Directors to formulate marketing plans and strategies to implement sales
5. Lead the real estate sales and marketing activities.
6. Set and manage the budget of the department.
7. Liaise with the company's marketing material designers to come up with effective and relevant advertisements including providing materials for the corporate social media and website updates.
8. Liaise with the media contacts on the implementation of the adverts or marketing materials.
9. Provision of opportunities and conversion of those opportunities into real estate sales.
10. Developing and maintaining training plans for the sales team continuously to improve sales.
11. To build relationships with the mortgage lenders and provide quick and easy solutions to prospective buyers.
12. To occasionally attend the site meetings on the construction sites.
13. To update customers on the progress of construction and completion on a formal basis.
14. To assist with finding solutions for the management of the estate and different management companies.
15. To manage the handovers of units to the purchasers.
16. Any other duties as advised by the employer.

The successful candidate should have:

1. A relevant Bachelor's degree.
2. At least 2 years of experience in a similar role - managing real estate sales and extensive knowledge in the development and executing sales strategies.
3. Strong desire to improve sales process and investments
4. Ability to adapt quickly to rapid changes in market trends.
5. Excellent interpersonal communication skill at all levels (verbal and written).
6. Good analytical and sales proficiency.
7. Ability to multi-task and meet deadlines.
8. Ability to cope with high levels of responsibility and with confidential matters.
9. Ability to work well within the team and strong organizational skills.
10. High level of professionalism on the job at all times.
11. High Computer Literacy.

How to Apply:

To apply, send your current **Curriculum Vitae** clearly indicating your current and expected salary to **careers@fusiongroupafrica.com** with the reference number **FCL/RE/020/06/2017** clearly indicated on the subject line.

Only shortlisted candidates will be contacted.

Closing Date for Applications: 23rd June, 2017.