



JOB DESCRIPTION

COMPANY PROFILE: International Energy Insurance (IEI) Plc commenced business as Nigeria's first Energy-focused Insurance Company, experts in first class underwriting solutions for offshore and onshore risks, as well as general insurance business. The Company's security is backed by a consortium of local and foreign re-insurers led by African Reinsurance Corporation. We are licensed and regulated by the National Insurance Commission (NAICOM).

Website: <https://www.ieiplcng.com/>

JOB OVERVIEW

JOB TITLE	Retail Sales Executive
BUSINESS UNIT/ DEPARTMENT	Retail
LOCATION	Lagos, Nigeria
REPORTING LINE	Head, Retail

JOB SUMMARY

The Retail Sales Executive is responsible for driving sales, building client relationships, and promoting company products and services to achieve set targets. This role requires strong interpersonal skills, product knowledge, and a proactive approach to customer engagement.

DUTIES & RESPONSIBILITIES

- Identify and pursue new sales opportunities within assigned territory.
- Build and maintain strong relationships with clients to ensure repeat business.
- Achieve monthly and quarterly sales targets as set by management.
- Provide accurate information on products and services to clients.
- Prepare and deliver presentations to prospective customers.
- Maintain records of sales activities and submit regular reports.
- Collaborate with team members to share best practices and improve overall performance.

EDUCATIONAL QUALIFICATION & TRAINING

- Minimum of OND/HND/B.Sc. in any discipline.
- Proven experience in sales or marketing (insurance/financial services preferred).
- Excellent communication and negotiation skills.
- Ability to work independently and meet deadlines.
- Strong customer service orientation

SKILLS & ABILITIES

- Strong sales and negotiation skills with the ability to identify opportunities and close deals effectively.
- Excellent communication, presentation, and interpersonal skills for building strong client relationships.
- Strong customer service and relationship management skills to drive repeat business and customer loyalty
- Ability to work independently and collaboratively in a target-driven environment with minimal supervision.
- Strong product knowledge and ability to clearly explain features and benefits to customers.

Suitably qualified candidates are to send their applications with the job title as subject to recruitment@ieiplcng.com