



Manager: Key Accounts

Namib Desert Diamonds (Pty) Ltd (NAMDIA) “a public enterprise “is a cutting edge diamond marketing and sales company, perfectly positioned to create a sustainable route to market a portion of Namibia’s unique and highly sought-after diamonds .Established in 2016 by the Government of the Republic of Namibia.

Duty Station	WINDHOEK
Summary of job description	<p>To provide Key Account Management services, to NAMDIA clients, in line with the business strategy. Implementing sales strategy, managing the existing client base to ensure contractual obligations of clients and the Company strategic objectives are met, maintaining a long term relationship with accounts and maximizing sales opportunities within them.</p> <p>Conduct diamond valuation to verify the fair market value of goods. Develop and implement diamond assortment. Accurately evaluate all inbound (import) and outbound (export) of diamonds and document, file stock control sheets. Verify compliance to ensure that its truly a representative sample of total run of mine. Negotiate prices of all stones including large and exceptional stones. Maintain record of final pricing to ensure pricing and sales integrity.</p>
Minimum Qualifications and Experience	<ul style="list-style-type: none"> - Bachelor degree in Commerce/Business/Management with 15 to 20 years’ technical experience in rough diamond sorting and valuing, negotiation and sales with demonstrated knowledge in managing production planning and processes. - Or 15 to 20 years’ technical experience in rough diamond sorting and valuing, negotiation and sales with demonstrated knowledge in managing production planning and processes. - Large and exceptional stones valuation skills. - Experience, exposure and proficiency working with Namibian type assortment of diamonds. - Knowledge of the rough to polished diamond pipeline. - Rough diamond assortments to a highly consistent standard - Proven knowledge of the local and international diamond industry markets. - Ability to interpret diamond data and to value and design new diamond assortments. - Substantive experience operating at a senior management level in the preparation and delivery of the full mix of rough diamond assortments.

Special Requirements/Licenses	<ul style="list-style-type: none"> - Driver's License Code B
Key Responsibilities	<ul style="list-style-type: none"> - Diamond Valuation - Client Management Services - Financial Management - Sales Effectiveness
Competencies/Skills	<ul style="list-style-type: none"> - Good communication and interpersonal abilities - Numeric abilities - Time Management

Detailed Curriculum Vitae, cover letter plus **certified supporting documents** should be hand-delivered at the Namib Desert Diamonds (NAMDIA) Office, Corner of Sam Nujoma Drive and Kwame Nkuruma Avenue, Windhoek.

NB: Non-Namibian qualifications must be evaluated by NQA.

Kindly take note that emailed documents will not be accepted.

Closing date for all applications is 26 July 2019