



VACANCY

POSITION – SENIOR SUPPLY CHAIN SALES OFFICER — VEG EXPORT

LOCATION – HEAD OFFICE, NAIROBI

REPORTING TO

SUPPLY CHAIN MANAGER

Company Profile

AAA-Growers Limited is among the leading Kenyan exporters of different types of Vegetables, Flowers, and Avocados. We are looking for a proactive and detail-oriented Senior supply chain sales officer to join our Team in Sales Department. The position holder will be based at the Head Office in Nairobi.

Job objective

We are seeking to recruit a dynamic, detail-oriented, and customer-focused **Senior Supply Chain Sales Officer** to join our team. The successful candidate will play a key role in ensuring efficient service delivery, effective sales coordination, and excellent customer satisfaction through proactive order management and client engagement.

Your tasks and responsibilities

- Input all orders received into internal sales tracking system (Veg Manager)
- Daily confirmation of orders to all clients by sending pack plans across different clients
- Liaise with clients on day-to-day adjustment of orders
- Prepare/analyze sales reports /trends to assist management in decision making,
- Ensure that all orders are in the system to get an accurate packaging requirements report and ensure any change/promos are clearly communicated to the packaging team in time,
- Ensure adequate and optimal booking of freight space based on orders.
- Send to clients the shipping agent's flight confirmation and inform them of any delays, cancellation of flights or any other changes verbally and in writing.
- Oversee the follow up on client's portfolio payment
- Ensure all prices are updated as per the season and clients.
- Optimize quality of service, business growth e.g. by anticipating their orders and suggesting promotions.
- Develop strategies for more effective sales, both individually and as part of a team
- Ensure all client orders are well planned for and executed by the Planning Coordinator
- Consider / prepare possible promotions for key clients and ensure these are updated
- Send weekly availabilities following Sales & Logistics Director' approval at weekly Sales meeting to all customers (excluding key customers)

Your profile

- Bachelor's degree in supply chain management, Business Administration, Sales & Marketing, Logistics, or related field.
- Proven experience in sales coordination, customer service, logistics, or supply chain operations.
- Strong communication and interpersonal skills.
- Excellent analytical and reporting skills.
- High attention to detail and ability to work under pressure.
- Proficiency in Microsoft Office and ERP/Sales tracking systems.

We offer.

AAA growers has great ambitions. Innovation, technology, and quality are high priorities. This results in a challenging working environment in which you can develop yourself. AAA growers offer plenty of room for personal growth and development. We have an informal and easily accessible working environment in which cooperation is very important.

The position comes with a competitive salary as well as other benefits.

Your application

Click here to apply: [job application \(aaagrowers.co.ke\)](http://aaagrowers.co.ke)

Deadline for Applications –30 May 2025

AAA Growers Limited
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