

Job Profile for Team Member, Upcountry Business Unit (Location: Abuja)

To establish the company as a dominant player in the health sector via the development and management of vibrant Corporate Clientele base.

The critical direction is to lead the Company to maintain a dominant position in the Abuja & Northern Business segment and manage client relationships for sustainable growth.

Role Qualification:

Academic/Professional: BSc from a reputable tertiary institution. Possession of an MBA or Msc will be an added advantage.

Work Experience: Minimum 1 – 3 years total work experience with at least 1 in related job role.

Key Responsibilities:

- Primarily market and sell HMO products and other ancillary services to institutional clients of Abuja & Northern Businesses
- Contribute to the growth of client base in the sector
- Build business relationship with potential clients in the team's industry sector
- Responsible for the preparation of proposals
- Responsible for the preparation of the team's Monthly Performance Report
- Reviews weekly and monthly activities report
- Monitor team's budget
- Responsible for reconciliation of customers' accounts on a monthly basis
- Manage and deepen key client relationships
- Coordinate the business development activities of Abuja Business unit
- Keep a documentation of visit to prospects to facilitate follow-ups
- Follow up with business leads and negotiations
- Responsible for the collection of clients data form with collaboration of quality assurance department
- Prepare pre and post call memos
- Follow up with the contract agreements and renewals.
- Carries out any other assignment that might be delegated by the Unit/Group/Divisional Head and the CEO from time to time

Required Skills and Competencies

- Communication skill
- Customer Service
- Analytical
- Proven ability to meet / exceed targets and deadlines
- Knowledge of Healthcare Industry & Operations
- Customer Service
- Time Management
- Emotional Intelligence
- Relationship management
- Strong interpersonal skill
- Problem solving

Interested Applicants should send their CVs to **jobtalentrecruit@axamansard.com** stating the role applied for as subject of mail. e.g., **“Team Member, Upcountry Business Unit”**.