

KINDLY NOTE:

All applications should be made via email to za_recruitment@jcdecaux.com and state the position in the subject line. The company is under no obligation to fill these positions, should you not receive any correspondence within a week or two of sending your application, please consider it as unsuccessful.

We have 4 positions available.

1. **Gautrain Account Executive** - Please scroll down to page 2-3
2. **Regional Sales Executive** - Please scroll down to page 4-5
3. **Sales Director South Africa** - Please scroll down to page 6-7
4. **Sales Head (Regional and Direct)** - Please scroll down to page 8-10

1. Job Title: Gautrain Sales Executive

Overview

The primary role of the Gautrain Sales Executive is to Generate Advertising Spend within the Gautrain portfolio across Agency, Direct and Government clients in South Africa.

Key Area of Responsibilities

Achieve and/or exceed sales targets for the Gautrain target

- Liaise with advertisers on all levels seeking new business and growing existing
- Ability to operate at all decision-making levels including Marketing Directors, CEOS and

General

- Ability to provide strategic input
- Ability to compile proposals and present to client

Management

- Maintain a continual high level of service
- Continually promote the Company and offer excellent after sales service
- Must deliver on individual KPI's set per quarter / annual
- Attend sales meetings at least once a week, which may continue after hours
- To attend workshop, functions and any other company related excursions that may continue after normal working hours
- Ability to communicate Business under Negotiation and Forecasts
- Delivery Accurate and timeous reports to Management
- Must uphold the Company image and retain confidentiality at all times
- Act as an ambassador for JCDecaux
- Act on shortfall against budget with strategic solutions

Relationship Management

- Develop relationships internally and externally with the key stakeholders.
- Assist the business to identify opportunities for maximising Adspend
- To attend regular team meetings and action issues raised by acting upon minutes taken.
- Utilise Bee
- Respond quickly to any enquiry from other subsidiaries

Finance

- Diligence with Contract Administration
- Assist in collection of outstanding monies
- Work within the JCDecaux Limits of Authority when negotiating discounts and Added value
- Attention to detail, appreciate cost control and budgets.

Skills and Qualifications

Essential

- A minimum of 3 years' sales experience
- Previous client services liaison experience will be an added advantage
- Must be computer literate
- Media Literacy is a necessity
- Competent in the use of Microsoft programs (Excel and Powerpoint)
- Use of JCDecaux asset management (Fusion) and Finance (Epicor) tools are compulsory
- Business Negotiation and Presentation Skills

Person Specification

- Must be a team player
- Must be able to adapt to change
- Good communication and presentation skills
- Ability to work without close supervision
- Ability to work under pressure
- Ability to work in a competitive environment

2. Job Title: Regional Sales Executive

Overview

The primary role of the Retail Sales Executive is to Generate Advertising Spend for JCDecaux driven from Client direct marketing and procurement departments in South Africa.

To increase OOH Share of Adspend versus All Media within SA and to ensure that JCDecaux is the primary beneficiary of such Adspend.

Key Area of Responsibilities

- Meet/Achieve individual monthly Sales Target
- Manage portfolio by renewing contracts 3 months prior to expiry
- Upsell all existing clients and growing portfolio by cold calling on new clients
- Regular client visits
- Managing of area by driving regularly and reporting maintenance to Operations team
- Work within a team to achieve the overall departmental Sales target
- Liaise and present to all direct clientele on all levels seeking new business
- Build strong relationships with clients
- To be able to sell to a cross section of the industry from directors to marketing executives to marketing directors.
- To maintain a continual high level of service
- To continually promote the Company and offer excellent after sales service
- Must achieve quarterly and annual KPI targets
- Attend sales meetings at least once a week, which may continue after hours
- To attend workshop, functions and any other company related excursions that may continue after normal working hours
- Must uphold the Company image and retain confidentiality at all times – Work within the JCDecaux Code of Ethics
- Act as an ambassador for JCDecaux
- Constantly, proactively present strategic OOH solutions

Relationship Management

- Develop relationships internally and externally with the key stakeholders.
- Assisting the Sales and Marketing Heads to identify opportunities for maximising Adspend.
-

- To attend regular team meetings and action issues raised by acting upon minutes taken.
- Utilise Bee
- Respond quickly to any enquiry from other subsidiaries

Finance

- Responsible management of Media Contract and Production administrative paperwork
- Work within the JCDecaux limits of authority
- Assist in collection of outstanding monies
- Keep credits and suspensions to a minimum
- Attention to detail, appreciate cost control and budgets.

Skills and Qualifications

Essential

- A minimum of 3 years sales experience
- Media Literacy is compulsory
- Drivers Licence and own vehicle- NON-Negotiable
- Previous client services liaison experiences an added advantage
- Must be computer literate
- Competency with Microsoft programs (Excel and Powerpoint)
- Business Negotiation and Presentation Skills

Person Specification

- Must be Best of Breed
- Must be a team player
- Must be able to adapt to change
- Good communication and presentation skills
- Ability to work without close supervision
- Ability to work under pressure
- Ability to work in a competitive environment

Hours

8: 00– 17:00 – Some out of hours working will be required on during project delivery. Candidate must be flexible on hours and location of work. Office is Johannesburg.

3. Job Title: Sales Director – South Africa

Overview

Direct and coordinate the core functions of Out of Home Advertising and Media Sales in South Africa. Actively promote the growth of share on Out of Home Adspend. Develop a strong Sales management team. Grow an ambitious attitude across the department, encouraging creativity and swift problem solving. Take personal ownership of the performance of each Sales Head.

Minimum Requirements

- University graduate
- Must have at least 5 -7 years Sales Management expertise within a multinational company
- At least 10+ years Sales Experience
- Advertising and Media Industry Experience is an added advantage
- Must have an active client network and a proven track record of success.
- Strong written and verbal command of the English language is required
- Strong Business Analytical skills

Key responsibilities and Functions

- Assisting with the achievement of defined goals and targets with regards to General sales and Client service.
- Providing macro assistance to the Group Sales and Marketing Director (SSA), implementing initiatives that will enhance the overall business performance
- Develop strong relationships with Key Agency Partners as well as Clients Direct
- Work closely with the Media and Marketing teams in order to maximise sales revenues
- Regular review of product P&L, as well as sales trends to ensure consistent new revenue generation and increase yields on all Products and Environments
- Management Reporting and participation in Management Committee meetings
- Manage on a daily/weekly/monthly basis advertising sales performance against budget and targets: conducting weekly sales meetings to ensure focus across sales team and key objectives are set in line with local and Group sales strategy.
- Review weekly/monthly year on year tracking of revenue performance per panel type, per network, per advertising client.
- Review and approve all sales commissions monthly

- Review and agree sales forecasts on a weekly/monthly/annual basis.
- Review and approve all advertising credits
- Approve all rate card discounts above established rules of engagement and in line with Limits of Authority
- Grow engagement and revenues in digital content creation
- Support the growth of non-traditional media through Futures and Content Department
- Assistance with the annual budget planning process
- Providing guidance to Sales Heads with respect to staffing and general HR issues
- Providing an effective communication and implementation conduit between Admin, Finance, Operations, Development and EXCO.

Attributes and Skills

- Action orientated and “hands-on” person with high energy levels
- Must be results driven with the ability to translate concepts and strategies into concrete plans
- Ability to prioritise initiatives by understanding critical economic value drivers and which deliver the highest returns with lowest risk
- Understand the link between operational change and tangible financial results
- Builds great management and serving as a catalyst to drive change
- Strong EQ skills
- Strong communication skills, both written and oral
- The ability to learn and apply new skills and knowledge
- Ability to interact with clients at all levels
- Must be a team player

Key performance indicators

- Achieve South Africa Consolidated Sales Budget as well as Budget for each Product
- Develop and grow sound relationships with Key Agency and Direct Clients
- Development a strong Sales Management Team
- Grow Top Ten Advertisers Spend
- Constantly monitor sales trends and product performance

4. Job Title: Sales Head – Direct and Regional

Division: South Africa

Reporting To: Sales and Marketing Director (Sub Saharan Africa)

Location: Johannesburg

Department: Sales

Overview

The primary role of the Sales Head for Direct and Regional is to maximize Advertising Spend for JCDecaux driven from Client direct marketing and procurement departments in South Africa.

To increase OOH Share of Adspend versus All Media within SA and to ensure that JCDecaux is the primary beneficiary of such Adspend.

Key Area of Responsibilities

- Maximise Advertising Spend driven through client direct contact
- Meet /exceed sales target for the division
- Compilation and delivery of sales strategy
- Work with Sales and Marketing Heads to drive overall Sales revenue targets and key business objectives (SA and RoA)
- Develop, nurture client relationships beyond with all clients and potential advertisers.

Duties

- Manage, Motivate and Grow Account executives and support staff within the division
- Act as an ambassador and role model for JCDecaux
- Identifying and reporting on business opportunities in target markets
- Accurately report on revenue forecasts – Act on shortfall against budget with strategic solutions
- Taking responsibility for unprofitable sites as well as Asset Utilization
- Increasing market share in existing markets and maximize new business development opportunities
- Work with the production and flighting management to deliver 360 degree solutions for clients
- Support the Financial Manager to maintain debtors days

- Manage Rate Negotiation
- Deliver presentations at all levels
- Provide direction to your department
- Address internal/external marketing and PR initiatives as required
- Present to and consult with senior management on business trends with a view to grow market share
- Identify opportunities for campaigns that will lead to an increase in sales
- Lead briefing and strategy liaison, creative development, client presentations and liaison, as well as production

Relationship Management

- Develop relationships internally and externally with the key stakeholders.
- Assisting the Sales and Marketing Heads to identify opportunities for maximising Adspend.
- To attend regular team meetings and action issues raised by acting upon minutes taken.
- Utilise Bee to share best practice and case studies
- Respond quickly to any enquiry from other subsidiaries
- Deliver quarterly KPI's for direct reports

Finance

- Apply responsible administration to Media Contract approval process
- Meet Forecast and Management report deadlines.
- Attention to detail, appreciate cost control and budgets.

Key Contacts

Internal

Sales and Marketing Director (SSA), Chief Operating Officer (SSA), Finance Director, Development Director (s), Sales Head (s), Marketing Head (s), Campaign Delivery Manager

External

CEO and Marketing Directors, SME business owners

Skills and Qualifications

Essential

- Sales and Marketing degree
- Must have a minimum of 5 years in management of a Corporate Sales Team
- Business Negotiation and Presentation Skills
- Good business acumen
- Good management skills
- Sound knowledge on HR and Labour laws and processes
- Sound knowledge on international Media and Creative trends
- Process agreeable - Understand the value of process & how it benefits all.
- Fully conversant with Microsoft Office

Person Specification

- Professional and strong communicator - both written and spoken; good presentation skills
- A flexible approach as extensive travel required.
- Innovative and self-motivated; good time-management
- Thought leadership skills
- A clean current full driving licence.