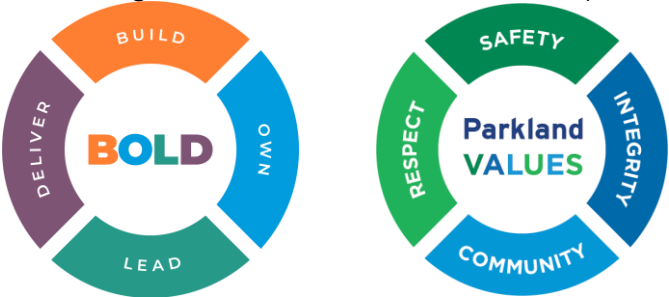


Job Description

Job Title:	Sales Supervisor
Employer:	Sol EC LTD.
Location:	Arnos Vale, Kingstown, St. Vincent
Available to:	Yes Current Sol staff Yes External Applicants
Reports to:	General Manager
Subordinates:	Two (2)
Purpose:	<ul style="list-style-type: none"> • Primary interface between SOL EC LTD. and its Retail and Commercial segments, aiding the company in delivering its short and long-term business objectives. • Support the strategic business growth objectives of SOL EC LTD. through effective management of its customer portfolio, and the implementation of SOL policies, standards, and best practices across relevant market segments. • Promote SOL's core values of Safety, Integrity, Community and Respect.
Accountabilities:	<p><u>Main Role:</u></p> <ul style="list-style-type: none"> • Deliver sales targets (margin, volumes, credit, income, growth targets) for assigned segment through structured approach to customer targeting and account management. • Identify and pursue new business opportunities for business growth in all segments – Retail, Commercial, Marine, LPG, and Lubricants. • Monitor market conditions and competition activity to ensure optimum competitive position of SOL products. • Timely implementation of sales plans and strategies to ensure maximum returns, including analysis and review of results with manager. • Prepare sales proposals with terms for new customers. • Handles customer complaints. • Monitors competitor activity for assigned segment to compile market share results. • Completes routine audits on customer facilities. • Implements the logistics surrounding marketing and promotional programs. • Monitors and drives forecourt volume and shop sales and coaches site operators to achieve these targets. • Arrange a formal dealer meeting quarterly under the direction of the General Manager. • Arrange resellers meetings (twice yearly). • Improve customer service by implementation of ongoing Schemes. • Carry out at least two full training of retail site staff. • Submit standard monthly reports generated from site visits. • Ordering of Lubricants; lubes and pricing and margin management. • With the assistance and direction of the General Manager develop, implement and manage a Lubes Distributor (staff) in-house. • Any other duties as assigned from time to time by the General Manager. <p><u>HSE Support:</u></p> <p>General Responsibilities (but not limited to):</p> <ul style="list-style-type: none"> • Assist in compliance reviews, general risk assessments and other safety assessments to support Health, Safety and Environmental management. • Identification of and assist in the compliance of applicable laws and regulations.

	<ul style="list-style-type: none"> Observe HSE regulations, wears all required safety equipment, encourages safe working practices, corrects obvious hazards immediately or reports them to the proper personnel. Ability to work with employees and achieve cultural change in the face of potential resistance. Maintain positive and proactive relations with managers and employees, as well as our customers and regulatory agencies. Comply with all Sol and local regulatory HSE procedures and policies.
BOLD Behaviours and Values	<ul style="list-style-type: none"> Be an ambassador and supporter of our BOLD leadership behavior and values. When we are BOLD, we create a work environment where we can thrive and excel through continuous improvement whether we are an individual contributor, manager, director, or the senior leadership team. <div style="text-align: center;">  </div>
Qualification Requirements:	<ul style="list-style-type: none"> University degree (preferably in business administration or marketing). Four (4) years relevant work experience. Must have a valid drivers' license.
Other Competency Requirements:	<ul style="list-style-type: none"> Knowledge of the St. Vincent & The Grenadines market and operational methods of people in the area. The person occupying this position must possess a high degree of competence and responsibility; must be an individual who can make quick, accurate, and sound decisions. Strategic marketing planning and sales execution. Relevant experience in commercial marketing, with demonstrated sales experience. Experience in Supervising teams and individuals. Demonstrates enthusiasm and an attitude to work well with others in teams. Excellent interpersonal relationships with the proven ability to supervise people. Expresses confidence in dealing with suppliers, negotiates well. Understanding of fuels and lubricant pricing. Must always display a positive attitude towards work and others, show safety awareness and environmental consciousness Must be computer literate with proficiency in MS Outlook, MS word, Excel, MS Project, and MS PowerPoint. A practical operator with a proven ability to get things done on time and on budget. Numerate with the ability to analyze data such as reviewing supplier and contractor quotations. Able to self-plan, motivate, and deliver results. HSE and Emergency Codes compliance.
Other Information:	<p>In addition to basic salary the successful applicant shall receive applicable job grade allowances and be eligible to participate in The Sol Group Pension Scheme and its non-contributory Group Health and Life Insurance Scheme. Travel will be required.</p>
Application Procedures:	<p>Applications are to be submitted by completing the SOL Job Application Form available on the SOL website at solpetroleum.com and submitted via e-mail to careers@solpetroleum.com on or by September 18, 2025. Applicants must complete all the requested information to be considered. Certified copies of relevant certificates will be requested for those applications under consideration. Only suitable applications will be acknowledged.</p>

