



Job Description

Doc. No.: HIT-HR-N55

Revision No.: 0

Effective Date: 20/02/2023

Job title:

Merchandiser

Work Location:

Hariss International Limited – Kampala, Uganda

Division / Department:

Sales and Marketing

Reports to:

Modern Trade Manager

Named functions under the authority:

Full-time
 Part-time

Overtime

Exempt
 Nonexempt

Essential Duties and Responsibilities:

- Honoring the route, door to door
- Generating orders by using the daily checklist.
- Ensuring brand availability in enough quantities.
- Ensuring Brand visibility.
- Maintaining good relationships with the supplier.
- Dusting products and cleaning where necessary.
- Taking care of company fridges and reporting misuse.
- Having correct tags following company RRP
- Maintaining share of shelf to occupy the largest portion of shelf in all competing categories
- Fighting for more facings and not allowing competitors.
- Notifying the company about competitors' information and activities
- Interacting with customers and end users.
- Maintain and service allocated outlets /Sales points.
- Checking for short expiries and monitoring products in all assigned outlet
- Uphold confidentiality of company information
- Submit daily reports and route plans with live location
- Provide quality customer service and attend to all customer needs and concerns
- Take daily stock of available products using checklist.
- Receive goods from supplier
- Any other duties assigned by management
- The ending time for one's daily activities depends on route completion. merchandisers are advised to have good relationships with everyone in their market and this is not limited to supervisors and suppliers.
- Perform any other duties as per Management request.



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Education and/or Work Experience Requirements:

- A minimum of a diploma in Marketing science, bachelor's degree in BBA OR BCOM with a major in marketing or any other related relevant discipline from a reputable university
- A minimum of 2 years' experience in a similar role in a busy environment.

Key Requirements:

- Excellent attitude and body language.
- Excellent verbal communication skills, including ability to effectively communicate with internal and external customers
- Excellent computer proficiency (MS Office – Word, Excel and Outlook)
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices

Equal Employment Opportunity Policy

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or disability status.

Hariss International is an equal opportunity employer Minorities/Females/People with Disabilities/Protected Veterans/Sexual Orientation/Gender Identity.