

# United Arab Emirates Jobs Expertini®

## Sales Executive - Branches

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Company: First Gulf Bank PJSC

Location: dubai

Category: other-general

First Abu Dhabi Bank is an inclusive environment where each person values the experiences, perspectives, ideas and beliefs of others. We're in a unique position to learn from all our colleagues, combining international experience with deep cultural knowledge and local expertise. At FAB, you'll have the support of your team and a strong relationship with your line manager, who will trust you with responsibility and recognize your good performance. As we embrace different ways of seeing the world, listening to each other and respecting different viewpoints, we grow stronger – together

**Job Description**  
**JOB PURPOSE:**Promote Core Product and cross sell other FAB products within the assigned Business Territory (field sales) against set financial targets.  
**KEY ACCOUNTABILITIES:**To achieve or exceed agreed core product sales targets to build new customer base for FAB  
To promote the sales of Core Product in assigned area or work  
To build and maintain effective business relationship with customers  
To assist in conducting promotional activities, meetings and road shows in the assigned area to achieve the budgeted sales volumes  
To ensure the submitted customer applications and documentations are complete and error free  
To follow up for Document discrepancies which have been approved as Deferrals  
Minimize errors and act upon them for correction and re-submission if any.  
To provide sales MIS to Team Leader on regular basis.  
To provide ongoing customer / market feedback to Team Leader to improve business  
To provide Sales DSR to Sales Manager on Regular Basis.  
To ensure high level of customer service while handling business proceedings.  
To adhere code of conduct & ethics while performing required duties especially while doing the Authentications of KYC documents.  
To capitalize on-cross selling opportunities  
To perform duties of Team Leader in his absence if assigned

soTo recommend customer applications which are considered good credit risk and as per FAB policy.Requires good convincing and negotiating skills in view of complexity in the relevant productBe aware of competition and suggest changes for product improvementsMaintain effective business relationship with all branches and internal departmentsTo ensure that routine problems and complaints are handled professionally and only minimal significant issues are escalated to Team LeaderTo be vigilant on identifying fraudulent activities/ unethical incidents while handling business requirements, any concerns should be addressed to Line manager immediately.Don't argue with the customers and No commitments should be given to any customer.Maintain Effective Relationships with team mates and supervisors.To ensure that the product information shared with the customer is accurate.To adhere to the Standard Operating Procedures, Policies and Service Standards of the bank.QualificationsHigh school diplomaBachelor's Degree in Business Administration, Finance, Banking or a related major field of study is preferred1 to 2 years' experience in selling banking products or in a financial industryExperience in selling banking products is an added advantage

#J-18808-Ljbffr

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