

# WE ARE HIRING!

## INSTITUTIONAL (CORPORATE) SALES EXECUTIVE

EXPERIENCE: 01 / 03 YEARS

### KEY RESPONSIBILITIES:

- Achieve monthly and quarterly sales targets in Pharmaceutical Gift item, HORECA, and B2B segments.
- Identify new business opportunities and generate leads in pharma companies, hotels, restaurants, cafés, and corporate offices.
- Build and maintain strong relationships with corporate clients and key decision-makers.
- Conduct client visits, product presentations, and submit sales proposals.
- Maintain regular follow-up with clients to ensure order confirmation and timely delivery.
- Prepare daily/weekly/monthly sales reports and update client database.
- Work closely with production, supply chain, marketing, and accounts departments for smooth order execution.
- Handle Head Office documentation tasks when required (sales report, target file, order sheet, approval documents, etc.)
- Monitor competitors, market trends, and propose strategic ideas for business growth.
- Ensure customer satisfaction through proper after-sales service.

### QUALIFICATIONS:

- Education: Bachelor's/Master's Degree from any reputed University

### ADDITIONAL REQUIREMENTS:

- Age 22 to 30 years.
- Strong communication, negotiation, and presentation skills.
- Ability to create and manage MS Excel, Word, PowerPoint and other documentation files (Sales Data, Target File, Report File, Client Database etc.).
- Ability to work under pressure and meet deadlines.
- Candidates with a motorcycle will get special priority.
- Must be willing to travel for client visits.

### ATTRIBUTES:

- High level of professionalism and integrity.
- Results-driven with strong attention to detail.

### APPLY NOW!



<https://forms.gle/7MvvAR1or2VvdqUM7>

\*Please apply before 15<sup>th</sup> January 2026



Established in 1985, IFAD Group has transformed from a pioneering venture into a powerhouse of innovation. The group has expanded its footprint across automobiles, lubricant, food, home care, media and information technology.

Today, IFAD Group is one of the nation's leading business conglomerates, driving economic progress and enriching lives from highways to households.



\* Priority will be given to applicants with experience in FMCG companies in Bangladesh.  
Job Location: Anywhere in Bangladesh.

IFAD AUTOS PLC.

IFAD MULTI PRODUCTS LTD.

IFAD HOME CARE LTD.

IFAD ENTERPRISES LTD.

IFAD MOTORS LTD.

IFAD AUTO SERVICES LTD.

IFAD INFORMATION & TECHNOLOGY LTD.