Position: District Supporter
Company: EarthEnable Ltd
Reports to: District Manager
Location: This is a field-based Role (Nyaruguru, Nyamagabe)
Contract type: 1 year renewable

Who We Are & What We Do

EarthEnable is transforming how people live by making homes healthier for families across rural Rwanda and helping to reduce the polluting impact of the building industry on the environment. 80% of Rwandans live in homes with dirt floors that are dusty, unsanitary, and fertile breeding grounds for parasites and germs. While replacing a dirt floor with concrete has significant health benefits (e.g., reducing diarrhea by 50% and parasitic infections by 80%), concrete is unaffordable for many who need it and is a huge contributor to global pollution.

To counter the environmental and affordability issues surrounding concrete, EarthEnable has spent the past 8+ years developing and selling high-quality, earthen floors and plasters that are 80% cheaper than concrete with 90% less embodied energy. Our next step is a collaborative research project to identify more potential innovations in low-carbon buildings.

Key Responsibilities:

- Coordinate the recruitment and training of new Customer Sales Officers (CSOs).
- Provide ongoing support for CSOs’ capacity through mentorship and resolving their issues.
- Develop sales strategies tailored to the district’s needs.
- Provide CSOs with necessary materials and tools for daily activities, including blank contracts, sales, and construction tools.
- Promote and sell TubeHeza products to various partners such as cooperatives and institutions.
- Collaborate with sector and village leaders to align with TubeHeza’s mission and address local needs.
- Facilitate marketing initiatives at village, cell, and sector levels through CSOs.
- Ensure a seamless customer experience by accurately setting expectations and educating customers on the construction process and floor quality requirements.
- Follow up on pending sales while ensuring sales align with the district’s construction capacity.
- Maintain accurate records of leads and contacts in Salesforce.
- Ensure timely collection of customer payments.
- Coordinate with the operations team to schedule opportunities and manage material deliveries.
- Collect and file physical contract papers.
- Enter sales and construction reports into Salesforce.
- Implement strategies to streamline construction processes and reduce time involved.
- Address CSO complaints related to subcontract payment through timesheets.
- Ensure proper planning of driver and QAV activities.

**Key Technical Skills:**

- Proficiency in Salesforce or similar CRM software.
- Understanding of sales and marketing strategies.
- Project management skills, including planning and problem-solving.
- Familiarity with construction processes and materials.

**Key Soft Skills:**

- Strong communication and interpersonal skills for collaborating with various stakeholders.
- Ability to provide effective mentorship and support to CSOs while resolving their issues.
- Attention to detail for maintaining accurate records and managing contracts.
- Adaptability and resilience in handling challenges and addressing complaints.

How to Apply: fill out this [form](#) shared and share all relevant supporting documents

Deadline: