

Position: Assistant Manager, Commercial Partnerships

Background: Shujog.xyz is a digital platform of Infolady Social Enterprise Ltd (iSocial) that provides essential products and services to the underserved bottom of the pyramid population of Bangladesh through a physical network of community agents. In the process we address the problems of digital divide, lack of access to finance, and lack of data at the bottom of the pyramid while giving them decent earning opportunities. We know this initiative, when successful, will bring a fundamental shift in the lives the young women and men at the bottom of the pyramid of Bangladesh.

Job Summary: As rewarding and challenging as the work is, we are seeking a dedicated, dynamic, go-getter who will work hand-in-hand with us to achieve this noble goal, who remains steadfast under pressure, and will find creative solutions to problems. We are a highly committed, resolute, and passionate team looking for an Assistant Manager, Commercial Partnerships to support our Sales and Supply Chain teams, responsible for maintaining and building on existing commercial partners (partner, vendor, and supplier), develop new partners and enrich our supply chain with products and services essential to our customers at the bottom of the pyramid.

Position: Assistant Manager, Commercial Partnerships

No. of Positions: 01

Reporting to: Head of Sales and Supply Chain or another senior manager designated by Managing Director, Shujog.xyz

Roles & Responsibilities:

- Develop and maintain a partnership management system
- Seek new partners with potential business opportunities, contact them, and close partnership deals
- Prepare all required documents required for successful partnership deals, including agreements, MOUs, contracts, etc. for new and existing partnerships
- Conduct negotiations at all levels of partnership as and when required
- Maintain strong business relationships with all existing, new, and potential partners
- Follow-up with partners weekly and involve them in our events, activities, etc. on a regular basis to increase their ownership with Shujog.xyz and its journey
- Periodic (including monthly) analysis and reporting of contribution to commercial business targets, and strategies to improve relevant business metrics from a business development perspective
- Bring new products to market by analyzing proposed product requirements
- Determine product pricing by utilizing market research data
- Analyze customer needs and desires by specifying the research needed to obtain market information
- Develop SKU wise sales projection utilizing market sales data

- Support Sales, Supply Chain, Business Development, Program Management, and other teams with necessary data, information, and other support as and when required

Academic Qualification: Postgraduation/Graduation in Business, Management, or any relevant discipline from a reputed university.

Experience: Minimum 2/3 years of prior experience in core partnership management and business development.

Job Requirements:

- Strong people skills within and outside the organization, a team player
- Able to communicate in both Bangla and English fluently and comfortably
- Proficient with business projections, forecasting, and any business analysis required for business development
- Excellent IT skills, especially Excel and Word
- Ability to learn quickly and has curiosity to pick up new skills and tools
- Understands the latest trends and their role within a commercial environment
- Flexible and creative problem solver
- Excellent time management and organizational skills
- Ability to work under pressure and can take feedback positively
- Accuracy and attention to detail
- Professional approach to time, costs, and deadlines

Salary: Commensurate with experience

Workstation: Work from Home and Work from Office

Employment Status: Full Time, 5 Working Days, Weekly 40 hours

Job Location: Banani, Dhaka, with periodic trips to regional hubs all over Bangladesh

Application Details

Interested applicants are requested to send their updated CVs to jobs@isocial.com.bd

Please mention “Assistant Manager, Commercial Partnerships” in the subject line.

Interviews will be held on a rolling basis.

Application Deadline: 22 May 2021, 11:59 PM BST.