



Power to Succeed

Job Title: Commission Sales & Relationship Representatives
Reporting To: Business Development and Marketing Officer
Base Location: Mombasa, Nairobi, Kisumu, Lamu and Eldoret

Overall accountability

BANDARI DT SACCO is a licensed Deposit-Taking Sacco (DTS) and one of Kenya's leading Sacco Societies by asset base. The Sacco is committed to promoting a culture of thrift and providing accessible and affordable credit facilities at competitive interest rates, with the aim of enhancing the financial strength, economic empowerment, and overall well-being of its members.

Established over **51 years ago**, Bandari DT Sacco has demonstrated consistent and sustainable growth, driven by sound governance, prudent financial management, innovation, and a strong commitment to member service.

Currently, the Sacco has a **total asset base of over Ksh.15 billion** and a **fully paid-up membership of more than 36,000 members**, reflecting the confidence and trust that members have placed in the Sacco over the years.

Bandari DT Sacco continues to strengthen its position as a trusted financial partner by expanding its products and services, embracing technology and innovation, and creating greater value for its members and other stakeholders.

General purpose of the Job

Reporting to the Business Development and Marketing Officer, the Commission Sales & Relationship Representatives will support the Sacco's business development and marketing activities. The role will be responsible for driving quality member recruitment and retention, strengthening member relationships, promoting the Sacco's products and services, and contributing to initiatives aimed at enhancing service delivery and business growth.

The Representatives will also be responsible for generating and submitting relevant reports, identifying opportunities for improvement, and implementing initiatives that enhance member satisfaction, engagement, and overall experience.

Responsibilities

- Acquire new members and grow the existing member portfolio.
- Identify and convert sales leads through networking, referrals, cold calling and direct selling.
- Build and maintain strong member and corporate relationships.
- Promote SACCO products and services and recommend solutions based on member needs.
- Participate in member education, outreach and product activation campaigns.
- Handle member enquiries, feedback and complaints and ensure timely resolution.
- Ensure compliance with KYC and due diligence requirements.



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- Achieve set individual sales and membership growth targets.
- Submit weekly and monthly sales reports.

Qualifications

- Minimum of Diploma in Sales, Marketing, Co-operative Management, Business Management or a related field of study.
- At least 2 years' relevant sales and marketing experience.
- Valid driving licence.
- Strong communication, interpersonal, numerical and report-writing skills.
- Demonstrated ability to work with and achieve sales targets.

How to Apply: Interested candidates are invited to send their CVs and cover letters to info@bandarisacco.co.ke by Friday 2nd October 2026. Please include **"Commission Sales & Relationship Representatives "** in the subject line and indicate the location you are interested to work (Mombasa, Nairobi, Kisumu, Lamu or Eldoret)