



RUPSA REGULATED NWDT SACCO SOCIETY LTD

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02/09/2026

VACANCY – BUSINESS DEVELOPMENT OFFICER

Applications are invited from suitably qualified Kenyan citizens for the post of a **Business Development Officer**.

CANDIDATE'S PROFILE AND QUALIFICATIONS

- I. Aged between 25–45 years
- II. Bachelor Degree in Business related course, preferably Marketing, Business Administration and Sales
- III. Registration with Marketing Society of Kenya (MSK) will be an added advantage

EXPERIENCE

- At least 2-3 years of working experience in Sales and Marketing, Business Development, Brand Management or Relationship Management.
- Demonstrated leadership and team building skills
- Experience in Sacco Banking environment will have an added advantage

DESIRED KNOWLEDGE, SKILLS AND ABILITY

- Dynamic, energetic, and optimistic personality
- Strong decision-making and effective communication
- Adaptable to fast-moving and changing work environments
- Solid business acumen with a customer-service focus
- Skilled in motivating and supervising teams
- Strong knowledge of managerial marketing
- Effective trainer, especially in the marketing field
- Ability to develop short, medium and long-term work plans and reports
- Core technical skills in SEO, PPC, content creation, social media management, and AI-driven data analytics
- Digital and video marketing capability
- Proficient in MS Office Suite
- Excellent verbal, written, and interpersonal communication skills

PRIMARY FUNCTION

The Business Development Officer will be responsible for driving growth of the SACCO through member recruitment, deposits and share capital mobilization, product development support, and expanding the institution's market presence in line with strategic objectives

The position offers competitive remuneration package and benefits to the successful candidate and only shortlisted and eligible candidates will be contacted.

Applicants should apply on

<https://www.brightermonday.co.ke/listings/business-development-officer-vd4n4x>

on or before **15th September 2026**.