



CENTRE FOR MANAGEMENT DEVELOPMENT THIRUVANANTHAPURAM

(An autonomous institution under the Government of Kerala)

No. KCMMF/CMD/001/2026

June 03, 2026

NOTIFICATION

The Centre for Management Development (CMD) is an autonomous institution under the Government of Kerala which provides management consultancy, project management and training that caters to the needs of both the Central and State Governments, local self-governments, development agencies and institutions in the private and public sectors.

On behalf of **Kerala Cooperative Milk Marketing Federation Ltd. (KCMMF)**, the Centre for Management Development invites applications from qualified and competent candidates for appointment to the position of **Sales Officer** on a **contract basis**. Interested candidates may apply **ONLINE** through the website of Centre for Management Development (CMD), Thiruvananthapuram (www.cmd.kerala.gov.in) by satisfying themselves with the terms and conditions of this recruitment.

Schedule of Events:

Start date for submitting online application	June 03, 2026 (10:00 A.M.)
Last date for submitting online application	June 17, 2026 (05:00 P.M.)

The details of the post, vacancy, eligibility criteria and remuneration are given below:

Post	Qualification & Experience*	Upper Age Limit*	Remuneration
Sales Officer Vacancy: 02	<ul style="list-style-type: none">➤ MBA with Minimum 5 years of experience in FMCG sales.➤ Excellent sales and negotiation skills.➤ Experience in Modern Trade and Online Marketing will be given preference.➤ Provide on-the-ground support for sales associates as they generate leads and close new deals.➤ Sell to existing and potential direct accounts as well as provide sales support to distribution partners to participate in closing and order or to facilitate and add value to the selling process.➤ Continually assess current business distribution Channels, develop and evaluate their performance and manage conflict ensuring alignment with territory plans.	35 years	3.5 to 4.8 Lacs CTC + TA/DA + Incentives

Post	Qualification & Experience*	Upper Age Limit*	Remuneration
	<ul style="list-style-type: none"> ➤ Effective decision making and problem-solving Skills and excellent verbal and written communication skills. ➤ Ability to demonstrate initiative and work well in a fast-paced environment. 		

**Cut-off date for upper age limit and experience is 01.06.2026.*

Roles and Responsibilities

- Developing sales strategies and plans to achieve sales and profit goals by leading, developing, and motivating sales associates.
- Providing ongoing training, motivation, and development of the sales team to ensure that sales and profits are effectively managed and maintained.
- Meeting or exceeding targeted sales quotas and productivity standards.
- Providing consistent and motivated leadership and direction to all staff and team members
- Building strong relationships with key accounts.
- Build a strong pipeline and ensure accurate sales forecasting and account planning.
- Coordinating with other teams to ensure smooth delivery of products & services.
- Prepare regular reports and participate in regular meetings to review performance.
- Analysing market trends and competitors' activities and formulating strategies to respond to these.
- Travelling to potential and existing customers within an assigned sales area to present company offerings and build brand awareness.

Instructions for Scanning of Photograph & Signature

- Scan the latest photograph of the candidate and upload the same in the space provided in the online application [scanned image shall be less than 200 kB in *.JPG format only].
- Candidate shall make his/her signature on a white paper, scan the same and upload it in the space provided in the online application [scanned image shall be less than 50 kB in *.JPG format only].
- The candidate has to scan his/her full signature, since the signature is proof of identity, it must be genuine and in full: initials are not sufficient. Signature in CAPITAL LETTERS is not permitted. The signature must be signed only by the candidate and may not be by any other person.

General Instructions

- Applicant must be citizens of India.
- The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying online.

- **KCMMF/CMD shall not be responsible for any discrepancy in submitting the online application.**
- Applicants must compulsorily fill-up all relevant fields of the online application.
- Incomplete/incorrect application form will be summarily rejected. KCMMF/CMD under any circumstances will not entertain the information, if any, furnished by the candidate subsequently. Applicants should be careful in filling-up the application form at the time of submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes through the final stage of recruitment process or even at a later stage.
- The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form. If the particulars furnished in the online application form do not tally with the Original documents produced by the Candidate, his/her candidature will be rejected.
- **The qualification stipulated for the post must be from a recognized University/Institute. Those applicants having qualification equivalent to any of the prescribed qualification should submit equivalency certificate issued by the competent authority and without such certificate, their applications shall not be considered.**
- **Candidates who possess qualifications acquired from foreign universities shall submit an equivalency certificate from a competent authority/Association of India University proving that the qualification is acceptable/considered in India.**
- In the event of any information provided by the candidates being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice.
- **CMD reserves the right to call for any additional documentary evidence from candidates in support of educational qualifications/experience/ other notified eligibility requirements.**
- **Candidates must upload either the original certificate or the provisional certificate issued by a competent authority when submitting their educational qualification certificates. Uploading mark sheets, consolidated mark sheets, or statements instead of certificates will not be accepted, and such applications will be rejected.**
- Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. CMD may send intimation to download call letters for written test/proficiency assessment/interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying online and must maintain that email account and mobile number.
- The copy of the Appointment letters, Salary Certificates, pay slip etc. will not be accepted in lieu of work experience certificate. In the case of latest experience, applicants may upload an **AFFIDAVIT with details of employer, designation, period, nature of job, tasks and responsibilities. Affidavit is applicable only for latest experience. Experience certificates submitted without specific information like date of joining, relieving, duties and responsibilities, signature and seal of authorised person will not be considered.**

- **CMD reserves the right to determine the selection process based on requirements. The selection process may include application screening, criteria-based screening, a written test, group discussion, skill test/proficiency test, an interview, or any combination of these methods.**
- Please note that only shortlisted candidates will receive intimations via email, SMS, or phone call regarding the selection process.
- Enable email notifications to stay informed about updates and communications. Also, regularly check your spam or junk email folder for important messages.
- Applications with blurred/ illegible Photograph/ Signature/ ambiguous experience certificates will be rejected.
- CMD/KCMMF reserves the right to modify, cancel the notification or revise the number of posts at any time without assigning any reason or to stop the recruitment process altogether.
- **Rights for the rules for the cut off marks/shortlisting in all stages of recruitment are reserved by CMD/KCMMF.**
- The CMD/KCMMF reserves the right to debar any candidate for any malpractice, including for a fraudulent claim of any kind of benefit / relaxation / concession, misconduct.

Sd/-
Authorized Signatory