

## JOB DESCRIPTION



POSITION: ASSISTANT SALES MANAGER (TAIWAN, MANDARIN)

### **Reporting to General Manager (Taiwanese)**

Salary: Negotiate

### **Job Description**

- Responsible for the expansion of the company by seeking out new business, keeping satisfaction of existing clients, and expanding scope of business with them.
- Communicate the benefits of company services with customer, and design suitable solution to customer's need.
- Customer's expectations on logistics service have increased manifold year by year (cost, speed, solution, customer service ....)
- Customer's expectation on a logistics service provider is not only "to meet" but "to exceed"
- Balancing customer's needs/expectations and company business needs (costs, efforts) to be mutually beneficial.
- Ensure to have reasonable feedback to customer.
- Ensure the timely information between departments.
- Maintain good relationship with customers.
- Expand business scale with current customer and new business.
- Co-ordinate closely to share information and update service offer/ tender to customers.

### **Job Requirements**

- **Education:** Bachelor of in Business Administration/ Economics/ Foreign trade or Marketing/ Sea Transport Economics.
- **Experience:** 2 - 3 years in field of Assistant Business Development in Logistics.

#### **Technical Competency:**

- Knowledge of economics, trade.
- Knowledge of Market.
- Knowledge in Logistics field, supply chain management.

#### **Soft skill Competency:**

- Proficiency in English, Mandarin.



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- Communication and negotiation skills.
  - Motivation of sales.
  - Time management and Planning skills.
  - Problem solving and decision making skills.
- **Work time: Monday – Morning Saturday (08:00 – 17:30; 2 morning saturday/month)**
- **Work location: District 1, Ho Chi Minh City**

### **Benefit**

- Salary: Negotiation.
- Travelling and outing, teambuilding.
- Annual health checking.
- Bao Viet Insurance.

**You are a best candidate!**