



### Job brief

We are looking for a qualified Sales Executive to join our team and get the goals. You will serve as a point of contact for customers with queries about quotations, orders.

Ultimately, you should be able to contribute to high quality customer service and achieve sales targets.

### Responsibilities

- To develop & establish new customers to meet assigned targets
- Conducts sales & technical presentation to potential clients
- Ability to make cold calls to prospects and follow up on sales lead
- Maintain regular contact and meet up with dealers, contractors and consultants
- Managing the marketing materials, campaigns and research etc
- Responsible for product specification to project realization stage.
- Ensure Company policies are adhered at all times
- Provide timely on weekly and monthly report
- Update management on market and competitor movement
- Center of communication between external (customers) and internal department (factory)
- Perform any ad hoc task as required by management

### Requirements

- Bachelor degree of engineering (preferred refrigeration major)
- At least 3 years working in sales (from sales company, HVAC contractors, consulting and developers).
- Good at English communication.
- Good at MS office.
- Friendly, motivated, patient and detail-oriented
- Good at communication, negotiation
- Ability to work independent and under pressure.

### Benefits

- Salary: negotiate
- Allowance for telephone.
- Laptop provided by the company
- Fully training by managers and other experienced colleague
- Global working environment

### Others

- Working time: 8AM- 5PM from Mon to Fri.
- Location: Home based, Hanoi