



RECRUITMENT ANNOUNCEMENT

Position: Hanoi Sales & Marketing Executive

Section: Ha Noi Office

Starting date: 15 Oct 2019

Working place:

HANOI REPRESENTATIVE OFFICE OF CK LINE (VIỆT NAM)

R603, 06Fl., Han Viet Tower, 203 Minh Khai Str., Minh Khai Ward, Hai Ba Trung Dist., HN

Contact:

- Email: hcm.hradm@ckline.vn

Benefits:

- Attractive Net Salary
- 14 days of Annual Leave per year
- Others policies, bonus: based on Labor Law & company

Duties:

- Maintaining the relationship and supporting existing customers, continuously seek to improve customer satisfaction.
- Expanding new customers.
- Giving sales call to the customers to do the sales/ marketing and develop customers base
- Send out sailing schedule to customer
- Keep tracking daily stock, forecasting equipment in order to confirm equipment
- Update all relevant announcements (i.g THC adjustment), tariff rates, surcharges, service changes to customer
- Sending email the request rate to Head office and try to get feedback soonest to get booking
- File approved pricing from head office in CIS system
- Apply the DEM DET free day request via system (or send email to HO in special case)
- Sending DEM DET waving request to principal to support customer if any
- Communicate with CSD/DOCS team as required to ensure customer's requirements are met.
- Communicate overseas agencies to request support to customer if any
- Solving problems and customers complain
- Following up and ensure freight is paid on time
- Conducting market survey upon request of team leader
- Keep good relation with other members in the team

Qualifications:

- Graduate University.
- English: Fluently.
- Team work, honest, hard-working.
- Good appearance and skillful.
- Working experience is preferable.
- Male.
- Age: any