



## Senior Sales & Relationship Manager - Fukuoka, JP

### Job Information

**Hiring Company**
[CIC Japan G.K.](#)
**Job ID**

1501354

**Industry**

Real Estate Brokerage, Management

**Job Type**

Permanent Full-time

**Location**

Fukuoka Prefecture

**Salary**

Negotiable, based on experience

**Refreshed**

April 24th, 2025 04:00

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Fluent

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

**ABOUT CIC & CIC FUKUOKA**

CIC builds and operates a global network of innovation campuses where startups, scale-ups, corporations and public entities connect, work, and grow. Founded in 1999, CIC manages more than 111,000 square meters of innovation-focused workspace, laboratories, and event space across North America, Europe and Asia. Additionally, CIC develops innovation-related programming, builds and enables industry clusters, and provides world-class innovation consulting.

CIC Fukuoka, set to open on the 7th floor of the Shin Fukuoka Building, will encompass approximately 3,500 m<sup>2</sup>, featuring around 140 private offices, a co-working space with 40 seats, and shared conference rooms. Similar to CIC Tokyo, our first Asian site which launched in October 2020 in the Minato-ku business district, CIC Fukuoka is poised to become another leading innovation hub in Japan. It will also include amenities like conference rooms, kitchen/café space, game room and others, aiming to replicate CIC Tokyo's success and reputation as a prestigious center for startups and innovation, known for hosting VIPs and fostering new businesses.

**YOUR DAY-TO-DAY WORK**

You'll be collaborating with the Fukuoka leadership team, selling a well-regarded product and service in a new market. Your role involves enhancing CIC's visibility and reputation in Fukuoka by generating leads, drawing new clients, and sustaining robust support for them once they join our space. Additionally, you'll focus on forging ties to integrate CIC Fukuoka into the local community.

Potential responsibilities will include:

- Employing innovative strategies to generate leads, aiding in efforts like broker engagement, marketing campaigns, direct outreach, and networking to attract potential clients.
- Address daily inbound inquiries by phone, email, form submission and in person.
- Using needs assessments and tours, assisting prospective clients in evaluating whether CIC is the ideal environment for starting or growing their business.
- Acting as a key figure, alongside the General Manager, in establishing external community relationships.
- Conducting tours for potential clients and informative groups, such as student bodies or visiting delegations.
- Managing a portfolio of clients and overseeing their experience at CIC. This includes adapting to their evolving business needs, like changing office space requirements, and guiding them to suitable solutions.
- Intentionally build your network of client, partner, and industry contacts to glean potential partnerships and market intelligence. Join relevant associations and selectively participate in industry events.

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## Required Skills

### ABOUT YOU

We are seeking a senior sales professional to represent CIC to potential companies while delivering exceptional service to existing clients. This individual should have superb written and verbal communication skills, be highly organized, and demonstrate robust time management abilities. Our focus is on a professional who can adeptly handle multiple tasks with a keen eye for detail, create and maintain positive relationships with all stakeholders, and treat everyone with equal respect, fostering a welcoming and inclusive environment.

Our ideal candidate is someone with experience in business development, particularly in the real estate or shared office sector, possessing a knack for communication and building trust to support and convert prospective clients. They should have a track record of success and resilience, having learned from challenging experiences. The right person for this role works effectively independently and in a team, confidently makes informed decisions, and is always approachable and ready to assist. Moreover, they should thrive in a dynamic setting and display a natural curiosity and eagerness to learn, unafraid to ask questions when needed.

### YOU HAVE

- At least 3-5 years of professional experience in sales and business development.
- Either a bachelor's degree or an equivalent level of experience is required at a minimum.
- Fluency in Japanese and strong English proficiency.
- Ability to legally work in Japan. CIC is unable to sponsor visas for this role at this time.

### OUR OFFER

- Competitive salary, adjusted to match your experience.
- Permanent contract.
- Commuting / transportation allowance.
- Massage session once a month.
- Allocated budget for training (customized to specific requirements of the role and organization's objectives).

Please submit your application in English. Thank you!

CIC welcomes all candidates regardless of race, color, ancestry, gender identity or expression, religion, national origin, sexual orientation, age, citizenship, marital status or disability. We are proud to be an equal opportunity employer.

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## Company Description