



PR/108493 | Sr. Sales Officer (Sales & Purchase)

#### Job Information

**Recruiter**

JAC Recruitment India

**Job ID**

1507312

**Industry**

Other (Trade)

**Job Type**

Permanent Full-time

**Location**

India

**Salary**

Negotiable, based on experience

**Refreshed**

December 3rd, 2024 10:17

#### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

#### Job Description

**JOB DESCRIPTION**

**Designation: Sr. Sales Officer (Sales & Purchase)**

**Location: Bengaluru**

**Key Responsibilities of the Job:**

The incumbent shall work closely with the team members in a cross-functional role and ensure that business goals are achieved as required. The responsibilities shall include but not be limited to:

- Sales & Marketing of Special Steel products (Bars, Wire Rods, Wires, Strips, Powder, Magnets, Forging & Casting components etc.) in India.
- Manage existing key accounts by coordinating with customers as well as HQ in Japan.
- Maintaining all business records of the assigned key accounts.
- Payment tracking and follow-ups with customers for the assigned key accounts.
- Primary & Secondary market research as required for steel products.
- Prepare and submit reports (Customer, product lists, product specific market information etc.) as requested.
- Learn various business compliance requirements (BIS, Ministry of Steel, DGFT, other legal compliances) through On the Job Training and develop related skillset.
- Conducting regular warehouse visits to inspect material quality.

**Profile of the Incumbent:**

- Age between 28 – 31 Years (Max)
- Experience – Minimum 5 Years
- Industry – Preferably from Steel Trading /Steel Manufacturing/ Automobile
- Function – Sales/Marketing/Procurement
- Qualification – Preferably B. Tech (Mechanical/Any) / MBA but not mandatory
- Basic knowledge of MS Office, especially MS Excel, good overall IT knowledge
- Candidate having experience in dealing with OEM, Tier 1, Tier 2 Automobile component manufacturers will be preferred.
- Prior knowledge of import & export procedure & documentation is good to have but not mandatory
- Can handle extensive domestic travel and manage customer & expats schedule paced
- Can submit deliverables as per deadlines
- Excellent soft skills, a good team player in a hierarchical organization structure
- Strong Communication Skills – both verbal and written
- Sales & Marketing mindset with a Can-Do attitude
- Working experience with a Foreign/Japanese MNC in a fast- environment will be preferred

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**Company Description**