



No permission to work in Japan required

Job Description

COMPANY OVERVIEW

We are representing our client who empowers the premium used machines

JOB RESPONSIBILITIES

- Correcting data errors in the system, calling to search for machines for sale, and offering our machinery search services.
- Entering, requesting approval and valuation, as well as the publication of machines for sale with their HS code, photos, and complete technical data.
- Creation of sales projects after the screening of potential customers.
- Creation of sales proposals.
- · Generation of seller and buyer protection contracts, intermediary protection, purchase and sales contracts.
- · Settlement of expenses.
- · Generation of all types of contracts with owners, intermediaries, buyers, service providers, etc.
- Coordination of dismantling, packing, and loading with the Commercial Administration Department.
- · Generation of Export and Trade documentation: PL, CMR, B/L.
- Travel to inspect machines and to dismantle and loading if requested.
- · Completion of visit and machine loading reports

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JOB REQUIREMENTS

- University Degree. Commerce, Economics, Business or Engineering.
- High level of English.
- Excel knowledge.
- Driving licence.
- It will be positively valued:
 - Knowledge of Foreign Trade.
- Other languages.
- Desired personal skills/skills:
 - Helpful, teamwork, initiative, observation and listening skills, willing to travel, empathy, collaboration, organization, detail-oriented, oral and written communication skills, proactive, show decisiveness on the phone.

BENEFITS

· More details shall be discussed in the interview

Apply online or feel free to contact me directly for more information about this opportunity. Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

#LI-JACVN #cityhcm

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