



PR/158145 | Inside Sales Executive / Senior Executive (IT Product)

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1511028

Industry

Other (Trade)

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

December 17th, 2024 11:29

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

Company Information

An IT Hardware company is currently looking for a Inside Sales Executive role based in Kuala Lumpur.

Key Responsibilities:

- Develop potential partners.
- Build and follow up potential end users (corporate & domestic).
- Resume the rapport with inactive partners.

- Broadcast timely on promotion & new product launch.
- Attend to partners' claimant and ensure timely payment.
- Attend to enquiries on stock delivery status.
- Prepare sales reports.
- Act as point of contact for business partners on sales support related tasks.
- Perform any ad-hoc tasks.

Key Requirements:

- Meticulous and have an eye for details.
- Good communication skills and able to communicate with all levels of people.
- Proficient in Microsoft Office, particularly in MS Excel.
- Able to work in a fast-paced environment.
- Good spoken and written in Mandarin will be an added advantage.

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Company Description