



Job Description

Key Responsibilities:

- Order Management: Receive orders from Japan and oversee the delivery of mass-produced products from our factories in China and the Philippines.
- Troubleshooting: Conduct environmental surveys to identify and resolve any issues that may impact production or delivery.
- Production Coordination: Confirm production plans with headquarters and ensure alignment with sales forecasts.
- Meetings: Participate in production and sales meetings with headquarters to discuss strategies and updates.
- Distributor Communication: Maintain regular communication with distributors to ensure smooth operations and address any concerns.
- Market Expansion: Develop strategies to expand the company's market share, keeping a close eye on competitors.

• Reporting: Provide regular reports to the Manager in Singapore, detailing sales activities and market conditions.

- Client Visits: Accompany Japanese staff on client visits to foster strong relationships and address client needs.
- Exhibitions: Represent the company at industry exhibitions to promote our products and network with potential clients.

Qualifications:

- Bachelor degree in any field.
- 1 year plus experience in sales of any product is preferred.
- Detail-oriented with the ability to calculate sales logically.
- Ability to drive.
- Japanese proficiency at a business level and English at an intermediate level.

Benefits:

- Language allowance
- Other allowance: TBD

Company Description