



JAC Recruitment

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Vietnam



PR/094444 | Sales Staff

## Job Information

**Recruiter**

JAC Recruitment Vietnam Co., Ltd

**Job ID**

1514581

**Industry**

Restaurant, Food Service

**Job Type**

Permanent Full-time

**Location**

Vietnam

**Salary**

Negotiable, based on experience

**Refreshed**

April 15th, 2025 15:00

## 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 OVERVIEW**

Representative office of Japan, specializing in providing rental services for various types of equipment and tools in Vietnam. They offer a wide range of products, including heavy machinery, power tools, and hand tools, for both commercial and personal use.

**JOB RESPONSIBILITIES**

- Implementing all tasks related to import/export of equipment and spare parts
- Coordinating with customers, suppliers, and forwarders to ensure smooth customs processing
- Sending data to Customs/Vietnam registration department and handling related import/export reports
- Any other tasks related to import/export as required
- Implementing all tasks related to purchasing spare parts in Vietnam for the Mechanical department

- Checking prices, creating purchase orders, reviewing handover minutes, and receiving invoices
- Following up and collecting all documents related to payments for suppliers and submitting them to the Accounting department

#### JOB REQUIREMENTS

- **Degree:** University degree in Logistics, Supply Chain, International Trade, Business Administration, Economics, or other relevant fields
- **Experience:** At least 1 year of experience in sales within the food industry
- **Skills:** Good communication and negotiation skills
- **Language:** Good proficiency in English
- **Age:** 28~40 years old

#### BENEFITS

- **Working time:** Mon ~ Fri (9h~18h), No business trip
- **Salary:** up to 20 million VND, depending on abilities (negotiable)
- **Bonus:** Fixed 1-month bonus before Tet holiday, performance review 2 times per year
- **Benefits:** All benefits in accordance with Labor Law and company regulations, Transportation allowance
- **Insurance:** Provided with social insurance, health insurance, and unemployment insurance

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  
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Company Description