

systemsGo

Sales Assistant 👍 Exclusive job

Bilingual Sales and Account Management

Job Information

Hiring Company

systemsGo Corporation

Job ID

371468

Division

Sales

Industry

IT Consulting

Company Type

Small/Medium Company (300 employees or less) - International Company

Non-Japanese Ratio

About half Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Minato-ku

Train Description

Hibiya Line Station

Salary

3.5 million yen ~ Negotiable, based on experience

Salary Commission

Commission paid on top of indicated salary.

Refreshed

November 13th, 2024 00:00

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Entry Level

Minimum English Level

Business Level (Amount Used: English usage about 50%)

Minimum Japanese Level

Fluent

Minimum Education Level

Associate Degree/Diploma

Visa Status

Permission to work in Japan required

Job Description

Account Management

- Liaison with existing clients for contractual issues, including invoicing and renewals
- Monitoring general client satisfaction with services provided.
- Solicit additional business and penetrate existing accounts to increase sales of services and/or hardware and software procurement.
- Assist the delivery team to prepare proposals, submit quotations and process orders.

Marketing

- Creation of targeted sales materials.
- Organize marketing events.

Business Development

- Identifying and exploring new infrastructure sales opportunities.
- Liaison, Coordination and Communication with local/regional/global business partners to share leads, referrals, prepare joint bids etc.

Required Skills

- 1+ years' experience in customer service, business development or a sales
- Strong social networking skills required
- Must be independent, self-motivated and comfortable meeting people
- Active and organized approach to building and maintaining professional relationships
- Understanding of IT infrastructure in relation to customers' business is highly desirable although training will be provided

Please either apply through this site or send your confidential application (with your resume attached) to me directly at: daria.tang@systemsgo.asia

Company Description

systemsGo provides bilingual IT support services to multinational companies in Japan. We are a rapidly growing Japanese company with an international team and modern office adjacent to Roppongi Hills. We are committed to providing our clients with the best quality services which include IT infrastructure support, systems integration, project management, as well as staffing solutions. Our clients are leading investment banks, law firms and numerous other well-known international firms. We look after our employees; provide many opportunities for career advancement, competitive salaries, and excellent benefits. We are always looking for people with the same commitment to providing quality service, and an enthusiasm to learn and grow. システムズゴーは、国内における大手外資系・日系企業向けに、ITに特化した最先端のサービスをバイリンガルで提供するベンチャー企業です。私達は、六本木ヒルズから徒歩1分のロケーションに位置するモダンなオフィス環境で、国際色豊かなスタッフとともにビジネスの急速な成長を遂げています。企業における優れたコンピューターシステム環境を構築するため、インフラストラクチャの整備・構築、システムインテグレーション、プロジェクトマネジメント、人材派遣など、様々なIT関連サービスを質の高い水準で提供しています。主なクライアントは、外資系証券会社、銀行、法律事務所など、大手グローバル企業です。また、システムズゴーでは、能力開発および昇進の機会、福利厚生などに配慮し、社員が安心して仕事に従事できる快適な職場作りに努めています。私達は、顧客への質の高いサービスの提供と、システムズゴーの更なる成長に貢献できる、チャレンジ精神旺盛な人材を求めています。