



## PR/086704 | Inside Sales Rep (Chinese Bilingual)

### Job Information

**Recruiter**[JAC Recruitment USA](#)**Job ID**

1541185

**Industry**

Restaurant, Food Service

**Job Type**

Permanent Full-time

**Location**

United States

**Salary**

Negotiable, based on experience

**Refreshed**

June 17th, 2025 08:00

### 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

#### POSITION SUMMARY

A Japanese food trading corporation is seeking an Inside Sales Rep to handle outbound calls, generate sales, manage customer accounts, negotiate, and interface with customers. The role involves understanding customer needs and maintaining business relationships.

#### RESPONSIBILITIES

- Provide outstanding customer service by greeting and assisting customers, and maintaining product knowledge.
- Contact existing customers to sell product lines, offer value-added services, and maintain customer information.
- Stay updated on new products, recommend alternatives for out-of-stock items, and maintain professionalism.
- Provide product information, including pricing, delivery, inventory, and back-order availability to customers.
- Negotiate and establish sales quotes based on product volume and market conditions to offer competitive pricing.

## QUALIFICATIONS

- **Bilingual proficiency in Chinese and English required.**
- Bachelor's degree in Business, Marketing, or a related field.
- Minimum of 1-2 years of sales or office experience, preferably in the food trading industry.
- Proficiency in Microsoft applications (Word, Excel, Access, PowerPoint).
- Strong communication and conversation skills.
- Ability to work cooperatively as part of a team.
- Strong organizational and prioritization skills to manage multiple tasks under time constraints.

BASE SALARY USD21.71-26.00/Hr (DOE)

LOCATION Carlstadt, NJ

#LI-JACUS #LI-US #countryUS

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Company Description