



PR/109694 | Sr. Executive – Sales Department

Job Information

Recruiter

JAC Recruitment India

Job ID

1559307

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

September 23rd, 2025 11:11

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Position Title – Sr. Executive – Sales Department

Candidate : Male

Qualification : B. Tech (Mechanical)/Graduate

Experience : 4 - 6 Years

Location : Neemrana

Candidate having Knowledge of Steel Industry/ Steel Plant/ Steel Service Centre is Preferable

Please find below Job Description for better understanding of requirement.

1.Need to communicate among different departments like PPC, logistic for smooth plant side operations.

2.Need to follow up for payments.

3.Have knowledge of basic documentation flow related to Sales like Sales Contract (SC), Performa Invoice (PI).

4.Monitoring PO contract balance for clients.

5.Prepare the reports as and when requested by management within stipulated time frame.

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Company Description