



PR/123316 | Sales & Marketing Staff

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1561402

Industry

Other (Trade)

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

February 3rd, 2026 13:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Key Responsibilities

- Lead Generation: Identify and pursue new sales leads and potential clients through various channels.
- Client Management: Build and maintain strong, long-lasting customer relationships. Address client inquiries and provide product/service information.
- Sales Activities: Conduct product presentations, demonstrations, and negotiations.
- Sales Reporting: Track sales data, prepare sales performance reports, and forecast future sales.

Target Achievement: Work towards and assist in meeting or exceeding individual and team sales quotas.

Qualifications and Skills

- Education: A Bachelor's degree in Marketing, Business Administration, or a related field is often preferred.
- Experience: Proven work experience in a sales or marketing role in the business office supplies & stationery industry.
- Communication Skills: Excellent verbal and written communication, presentation, and interpersonal skills.
- Analytical Skills: Strong analytical and problem-solving abilities, with a data-driven approach.
- Personal Attributes: Self-motivated, proactive, and a team player. Ability to multi-task and work in a fast-paced environment.
- Results-Oriented: A demonstrated track record of achieving goals and a strong drive to succeed.

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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Company Description