



PR/118864 | Sales Officer

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1572856

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

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General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Title: Sales Officer

Salary range: 20,000-35,000 Baht

Key Responsibilities:

- Work closely with supervisors to set sales targets and ensure achievement of those goals.
- Identify and approach new potential customers with approval from supervisors.
- Act as a liaison between the company and customers throughout the sales process.
- Conduct preliminary assessments of customers' financial status to minimize credit risks.
- Maintain strong relationships with existing customers to encourage ongoing purchases.
- Present product and service information to support customer decision-making and ensure maximum satisfaction.
- Handle billing and cheque collection.
- Prepare weekly sales plans and closing reports for supervisor review to support further marketing improvements.
- Monitor product inventory and ensure stock levels remain within the targets set.
- Follow up on outstanding warehouse goods linked to customer payments to prevent company losses.
- Submit monthly sales forecasts to the planning and purchasing departments within the required timeframe.
- Perform other duties as assigned.

Qualifications:

- Age between 22–35 years
- Good personality and professional appearance
- Sales experience required
- Possess a valid driver's license and have access to a personal vehicle

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Company Description