



PR/097672 | Junior Sales Executive – B2B Solutions

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1614138

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

September 22nd, 2026 10:18

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Native

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Key Responsibilities

- Develop and maintain relationships with new and existing customers.
- Identify new business opportunities through prospecting, calls, emails, networking, and client meetings.
- Understand clients' business needs and recommend suitable products, solutions, and services.
- Manage sales enquiries, quotations, proposals, and follow-ups.
- Build and maintain a healthy sales pipeline to achieve monthly and quarterly targets.
- Support account management, upselling, and cross-selling opportunities.
- Provide good after-sales support to strengthen client retention.

- Maintain accurate sales records, pipeline updates, and activity reports.
- Work closely with internal teams to ensure smooth delivery of client requirements.

Requirements

- Diploma or Degree in any discipline.
- Open to candidates without prior sales experience who demonstrate a strong hunter mindset, proactive attitude, and drive to develop new business opportunities.
- 1 to 3 years of sales, business development, account management, or customer-facing experience preferred.
- Candidates with B2B sales experience will have an advantage.
- Experience in IT, technology, office solutions, printing, or related industries is advantageous but not essential.
- Confident, proactive, and results-driven personality.
- Good communication and interpersonal skills.
- Comfortable engaging with customers and developing new business opportunities.

Varick Lee
JAC Recruitment Pte Ltd
EA License Number: 90C3026
EA Personnel: R2197221

#LI-JACSG
#countrysingapore

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Company Description