

PR/120439 | Sales Executive

募集職種

人材紹介会社
ジェイ エイ シー リクルートメント タイランド

求人ID
1614263

業種
その他（メーカー）

雇用形態
正社員

勤務地
タイ

給与
経験考慮の上、応相談

更新日
2026年11月03日 04:00

応募必要条件

職務経験
3年以上

キャリアレベル
中途経験者レベル

英語レベル
日常会話レベル

日本語レベル
無し

最終学歴
短大卒： 準学士号

現在のビザ
日本での就労許可は必要ありません

募集要項

Position Overview

The Sales Executive is responsible for managing customer relationships and supporting the overall sales process, including sales activities, price agreements, order management, invoicing, payment collection, and sales documentation. The role involves both office-based work and customer visits to ensure smooth business operations and customer satisfaction.

Working Arrangement

- Office Work : 50%
- Outside Sales Activities : 50%

Job Responsibilities

- Conduct extensive sales activities to maintain and develop relationships with both Japanese and local clients.
- Handle sales activities related to price agreements and negotiations with customers.
- Process and manage customer order entries accurately and in a timely manner.
- Prepare and issue invoices to customers in accordance with sales transactions.
- Follow up on outstanding payments and collect payments from customers.
- Prepare and maintain sales-related documents and supporting documentation.
- Coordinate and support overall sales activities to ensure smooth business operations.
- Perform other duties related to sales operations as assigned.

Qualification

- Bachelor's degree in Business, Marketing, Engineering, Architecture, Construction Management, or related fields.
- 3 years of sales experience in building materials or construction-related industries.
- Experience in exterior building materials and facade-related products is preferred:
  - Steel Doors & Rolling Shutters
  - Aluminum Windows
  - Window & Door Components
  - Glass Products
  - Paint / Coating Products
- Experience working with Japanese construction companies is highly preferred.
- Strong communication, negotiation, and relationship management skills.
- Proficient in Microsoft Excel, Word, and PowerPoint.
- English proficiency at Intermediate level or above.
- Own car and valid driver's license.
- Self-motivated, enthusiastic, and responsible.

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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会社説明