

PR/110891 | Executive- Sales Support

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 インド

求人ID
1621242

業種
その他（メーカー）

雇用形態
正社員

勤務地
インド

給与
経験考慮の上、応相談

更新日
2026年11月03日 11:03

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
流暢レベル

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

Designation-Executive- Sales Support

Location- Gurgaon

General Skill: ➢ Strong English communication, professional attitude, senior-stakeholder confidence and willingness to travel in India or overseas.

Job Knowledge:

➢ Coordinate forecasts, inventory, POs, production, materials and shipments with customers and factories.

➢ Review orders, manage logistics and ensure accurate, on-time delivery. ➢ Prepare quotations, pricing, contracts, COC, SDS, evaluations and customer documents.

➢ Track sales and shipments; maintain reports, receivables and quarterly price lists.

➢ Support customer visits, exhibitions, overseas visitors and supply-chain coordination.

➢ Resolve commercial, quality, delivery and technical issues with internal teams.

➢ Manage the sales cycle through evaluation, negotiation, qualification and mass production.

➢ Use Excel, PowerPoint and CRM tools for analysis, reporting and customer management.

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会社説明