

## Sales Engineer – RMC/PC

---

Location: Hanoi Branch Office

Report to: Concrete Sales Manager

### **Main purpose of job**

To assist Concrete Sales Manager in developing and implementing sales and marketing vision and target.

### **Key tasks and responsibilities:**

1. To seek for and carry out sales opportunities into effect for the READY-MIX CONCRETE/ PRECAST CONCRETE Section and sales department.
2. To establish, develop and maintain effective customer relationship in order to sustain and promote growth of sales operations.
3. To assist and cooperate with customers in providing written recommendation, technical data, sample, quotation, demonstration as required.
4. To make a study of competitors status (products, prices, services, strength and weaknesses... in case by case in order to develop adequate tactics and strategies.
5. To follow up projects assigned by Concrete Sales Manager and assist Accounting Department in collecting customer debt.
6. To maintain a professional business appearance and approach with customers.
7. To provide weekly report and planning as well as monthly sales forecast to Concrete Sales Manager.
8. To coordinate colleagues and other sections or departments in order to achieve group objectives
9. To process and report additional duties entrusted as quickly as possible.
10. To submit project discount requirement to Concrete Sales Manager.
11. To undertake and perform other duties as assigned Concrete Sales Manager.
12. To keep confidential all company business information and documentation.

### **Minimum requirements:**

- Bachelor's degree in Silicate Materials, Construction Materials, Civil Engineer or equivalent
- Min two years' experiences in sales
- Good knowledge of concrete technology, familiar with trial mix and concrete testing.
- Good interpersonal and communication skills; Good concepts in selling skills
- Willing to travel domestically
- English: fluent at spoken
- Basic Computer skills (MS. Office)