

## **Executive, Technical Sales (Analytical)**

### **Job summary**

- Sell products/services to achieve sales targets for assigned businesses/territories and overall business objectives.

### **General responsibilities**

- Support superior in managing day-to-day operating expenditures against operating budgets to ensure efficient usage of resources
- Implement action plans (e.g., make regular calls/visits, take orders, etc.) to achieve sales targets for assigned businesses/territories
- Track self/team progress against key performance indicators and sales plans. Prioritize and review daily sales activities performed
- Execute sales activities for assigned businesses/territories, including product portfolios and marketing plan introductions, order taking, marketing display set-ups and in-store merchandising
- Prepare quotation/tender prices, Delivery and commercial terms, in accordance with company policies
- Report on the activities and products of the competitors via inputs to the competition reports
- Record sales data for reporting and tracking purposes. Maintain relevant customer data in appropriate customer relationship management databases
- Execute continuous improvement activities to enhance sales processes, sales plans, customer satisfaction, etc. Track and collect payments from customers
- Maintain a customer complaints/issues log and follow up on customer issues
- Respond to customer orders and queries. Inform current and prospective customers of promotions and new/upgraded products
- Work with internal stakeholders to ensure timely delivery of products. Support internal stakeholders in relationship development with key customers

### **Qualifications**

- BS in bachelor's degree in Material Science, Chemistry, Physics, or another related discipline
- At least 2 years' experience in chemical industry.
- Demonstrate basic knowledge and understanding of the industry/market/competitors/customers

- Demonstrate basic knowledge in assigned territories/products/services and strong selling skills.
- Demonstrate basic research and analytical skills.
- Communication and Negotiation skills and fluency in local language and ideally in English, both written and spoken
- Proficiencies in office productivity tools (e.g., Excel, Word and PowerPoint)