

Job description

Job position : Sale Executive

Department : Sales

Report : to Sales Manager

Working location : Office in Hanoi

Asia King Travel is looking for a Sale Executive based at their office in Hanoi. As Sale Executive you will have responsibility for dealing with customer to ensure the benefit and sales volume. You will be responsible for quotation & given services. The successful candidate will be a strong English or French and experienced in tourism...

Responsibilities :

- Receive the customer requirements from Sales manager,
- Specifying market / customer requirements for current a products
- Choose the service & establish suitable service to meet the customers demand
- Make quotation & be responsible on it
- Deal with customers on the given product
- Make promotion packages/ tariffs...
- Deliver product information to the colleague,
- Manage current travel agent account relationships and maximize the potential return
- Keep & build the good relationship with customers & partner
- Attending the trade meeting & exhibition upon request.
- Attending regular training sessions and conferences.
- Contact with local service providers to maintain a thorough knowledge base
- Deal with service providers to have reasonable benefit or commission
- Train the new comers staff.

Job Requirement :

- Vietnamese national
- Work at least 2 years in tourism : 2 years as a sales
- Minimum education level : Bachelors
- Excellent written and verbal communication skills in English & Vietnamese or French
- Strong commercial acumen
- Customer centric thinking and acting
- Outstanding communications skills for internal and external audiences
- Advance Desktop Applications - MS Office

Remuneration :

- Salary depending on the ability and experience
- Social & health insurance
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