

## JOB DESCRIPTIONS

**BUILDING TRUST**



Job Title: Grinding Aids Supervisor	Department: Marketing & Technology
<p><i>SIKA is a multinational company, with head office in Switzerland. 24,000 employees over 300 factories worldwide. A major partner for all contractors and developers in Cambodia established in Cambodia for 18 years. SIKA manufactures and distributes a large range of construction materials: concrete admixtures, waterproofing, sealing and bonding, flooring, roofing, structural strengthening, we are the leader worldwide.</i></p>	
<p>SIKA has a strategic position to offer for a <b>professional candidate who speaks <u>fluent English (English &amp; Chinese is advantage)</u> with experience in construction / cement industry or fresh graduated.</b> This position is both technical and sales related.</p>	
<b>Location</b>	SIKA Phnom-Penh Head office, Cambodia
<b>Reporting To</b>	Target Market Manager Concrete / Managing Director
<b>Purpose</b>	Direct and control the Grinding Aids business of Sika Cambodia, comprising all training/ sales and technical related activities, set objectives and development of strategies in order to profitably grow Grinding Aids business. This includes the analysis of competitive products and selling techniques, together with local/related managers to set sales budgets/ objectives, and developing pricing strategies.
<b>Main Responsibilities</b>	<ol style="list-style-type: none"> <li>1. Together with the Target Market Manager Concrete to assist the Managing Director to generate business/ technical strategies appropriate to designated market segments.</li> <li>2. Build network and relationship to supervise and provide strongly support to existing and potential Key Accounts in Grinding Aids markets.</li> <li>3. Providing the sales force, technical service team and customers adequate knowledge on the application and use of Sika products (particularly Grinding Aids).</li> <li>4. Manage overall turnover target.</li> <li>5. Ensure that the country be well-staffed to manage Grinding Aids business with high efficiency level.</li> <li>6. Collect updated product information from the market and Sales in order to develop existing products or propose new products accordingly.</li> <li>7. Coordinate with relevant department in development of new data sheets, catalogues, method statement, etc.</li> <li>8. Control expense budget to maximize effect with respect to profitability and growth.</li> <li>9. Monitor competitors' activities and keep relevant managers briefed.</li> <li>10. Perform other duties as assigned by the Target Market Manager/ Managing Director.</li> </ol>
<b>Performance measured by :</b>	<ul style="list-style-type: none"> <li>• Evidence of Grinding Aids system active across Cambodia.</li> <li>• Strengthening market leader position in Grinding Aids business.</li> <li>• Evidence of high level of motivation, team spirit and low level staff turnover due to factors under job holders control. Feedback from customers.</li> <li>• Set Project development objectives are achieved.</li> <li>• Budget achieved with due regard for growth.</li> <li>• Effective cooperation with other departments.</li> </ul>
<b>Education Requirement</b>	Bachelor degree in construction, concrete, grinding aids, building material or relevant.

**SIKA (CAMBODIA) LTD.,**

Legacy Business Center, Building #29 street 245 (Mao Tse Tong Blvd), Sangkat Tuol Tom Pong 2, Khan Chamkarmorn, 12308, Phnom Penh, Cambodia Tel: +855 23 901 450 / [www.sika.com.kh](http://www.sika.com.kh)

<b>Experience Requirement</b>	<ul style="list-style-type: none"> <li>• 2-3 years working experience in preferably in construction industry</li> </ul>
<b>Competence/ skills</b>	<ul style="list-style-type: none"> <li>• Strong analytical, business sense and problem solving skills</li> <li>• Strong leadership/ management/ team building skills</li> <li>• Good coordination/ interpersonal skills</li> <li>• Fluent in English</li> </ul>
<b>Benefit</b>	<ul style="list-style-type: none"> <li>• To be discussed / high package depending on experience and performance / High bonus scheme possible.</li> <li>• Health insurance</li> <li>• Transport provided for work purpose</li> <li>• Experience in an International company and career perspectives</li> <li>• Growing Network in Construction Industry</li> <li>• Training / E-training</li> </ul>
<b>How to apply</b>	<ul style="list-style-type: none"> <li>• Please send your CV to <a href="mailto:kaing.lina@kh.sika.com">kaing.lina@kh.sika.com</a> (Please subject the email with the position you are applying for, Ex: Ms/Mr. xXx Xxx is Applying for XxX)</li> <li>• Please add 3 references of trusted persons that can recommend you.</li> <li>• The position is available now, please check our website before sending your CV : <a href="http://www.sika.com/">www.sika.com/</a> <a href="http://www.sika.com.kh">www.sika.com.kh</a></li> </ul>

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