

JOB DESCRIPTIONS

BUILDING TRUST



Job Title: Sales Executive	Department: Sales
<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 professional candidate who speaks <u>fluent English (English & Chinese is advantage)</u> with experience in construction / cement industry or fresh graduated. This position is both technical and sales related.</p>	
Location	SIKA Phnom-Penh Head office, Cambodia
Reporting To	Sales Manager
Main Tasks, Responsibilities and Authorities	<ul style="list-style-type: none"> To establish, develop and maintain effective customer relationship in order to sustain and promote growth of sales operations in order to achieve the set turnover / profit / market share forecasts. To improve market coverage, and develop new market segments / Application fields. To negotiate with customers at the best interest of Sika. To achieve annual sales target assigned to team and individual. To proceed all quotations and offers, sales contracts, debt collection and all official letters related to customers. To develop sales forecast. To give technical advices to customers, to demonstrate and present SIKA Products To collect debt from customers and assist accounting department for receivables. To watch all expenses related to entertainment with customers. To look for new projects / follow up projects assigned by Supervisor. To provide required reports and planning as well as sales forecasts. To undertake and perform other duties as assigned by Managing Director. To keep confidential all company business information and documentation.
Education Requirement	<ul style="list-style-type: none"> Preferably Diploma or equivalent in Chemistry, Mechanical or any Engineering discipline, (Fresh graduated are encourage to apply)
Experience Requirement	<ul style="list-style-type: none"> 2-3 years working experience in preferably in construction industry
Skill Requirement	<ul style="list-style-type: none"> Good English is a MUST Experience in sales Computer: Word / Excel / PowerPoint : good grasp needed. Outgoing person / organized
Expected profile:	Appreciate to go out and meet new people, strong communication skills, Leader spirit, Self-confident, well behaved, enthusiastic, eager to evolve in a multi-cultural company, competition-driven.
Benefit	<ul style="list-style-type: none"> To be discussed / high package depending on experience and performance / High bonus scheme possible. Health insurance Transport provided for work purpose Experience in an International company and career perspectives Growing Network in Construction Industry Training / E-training
How to apply	<ul style="list-style-type: none"> Please send your CV to kaing.lina@kh.sika.com (Please subject the email with the position you are applying for, Ex: Ms/Mr. xXx Xxx is Applying for XxX) Please add 3 references of trusted persons that can recommend you. The position is available now, please check our website before sending your CV : www.sika.com/ / www.sika.com.kh

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