

Job Title	Location
Business Development Executive	HQ/PEN/JHB

**Job Requirements:**

- ❖ Diploma and or Degree holder in Business Admin, Marketing
- ❖ At least 1 year experience in Sales (Logistics industry) – Fresh graduates may apply as training will be provided
- ❖ Good computer skills – Microsoft Office (Excel, Word, PowerPoint)
- ❖ Able to converse in English, Bahasa Malaysia and Mandarin
- ❖ Self-motivated, resourceful, resilient, independent and team player
- ❖ Excellent presentation and communication skills

**Job Descriptions:**

- ❖ To aggressively identify and target prospective customers and follow up with visitation
- ❖ Timely completion and accuracy of sales report
- ❖ Submission of proposals/quotations to potential customers and ensure it is recorded in the customer pipeline report and to be closed with results within 1 month
- ❖ Provide sales lead to Global Network Sales through customer visitation and referrals
- ❖ Ensure proper implementation through communication and operations matrix for all new shipments to customer and operation team
- ❖ Ensure customer's complaints are followed up expeditiously with corrective actions taken with speed of the execution

**Additional Information**

- ✓ Medical benefit
- ✓ Annual leave
- ✓ Training & development
- ✓ Full-time employment