

**Location: Head office (Near BTS Ekamai)**

**Department: Marketing**

**Responsibility:**

- Visit 8 companies monthly to develop new customer and search new supplier for our goods. If can get new projects and that sales amount is big, the priority is to follow up for that customer.
- Report detail that appointments and after visiting by "Develop New Customer List" and "Mail" to Manager and team.
- Communicate relate department to learn business knowledge.
- Visit our branch, supplier to learn our process, technical and many kind of printing.
- Learn marketing goods (translation, printing goods, movie, digital tools, catalogue, premium etc.)
- Have an experience in digital marketing such as SNS, SEO, Blog, Website, etc.
- Hear new models, new items, new markets, lead time, life and monthly quantity, delivery, competitor target price, budget etc. to customer.
- Suggest raw material, design, our plan and concept for each product, and quotation to customer for presentation.
- New customer concern : Receive new plan and concept, drawing etc. from customer, proceed to suggest same as No 8 and follow work up until get order from customer.
- Receive purchase order from customer and inform to relate division for cooperation and support.
- Receive the change information notice from customer and follow up work with relate division.
- Receive the customer complain and inform it to relate division.
- Negotiate price, complain, quality, delivery to customer and supplier case by case.
- Issue OR, PQR, Quotation and control job schedule to be along plan.
- Support and join customer club activities.
- Cooperate closely and follow strictly to the ISO system.

**Education:**

- Bachelor Degree or higher.

**Qualification:**

- Male/Female, Age not over 28 years old
- Good command in English and Japanese (will be advantage)
- Computer literate
- Own driving license

**Experience**

- 1-2 years experience in Sales or Printing

**Salary range :** 20,000-30,000 Baht. Depending on skill and experience,(Allowance Negotiable on skill)

**Working Day :** Mon-Fri

**Working hours:** 08.30-17.30 Overtime work may be required.

**Location:** Ekkamai Head office, Bangkok  
23/27 Sorachai Building 14th fl., Sukhumvit 63 Road,  
Klongton-Nua, Wattana, Bangkok 10110 Thailand

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