

## **POSITION : MARKETING SUPPORT**

### **Job Description:**

- Approach Freight Forwarding Customer for
- Analyze and prepare sell strategy to achieve Sale Target.
- Prepare Sale Quotation / other related documents.
- Prepare Credit Approval for each new customer.
- Accept booking from customer to reserve space for export cargo.
- Prepare booking confirmation for customer.
- Coordinate with internal department to complete the job.
- Create new working idea to accomplish with company policy.
- Solve the problem for customer completely for export process.

### **Qualifications:**

- 22-35 years.
- Male/Female
- Bachelor and Degree in any filed
- At least 1 year experience as Sales or Sales Coordinator in manufacturing business
- Good skill in MS Exel [Pivot and VLOOKUP]
- Service minded, patient, and able to work under the press
- Good command in English

### **Welfare:**

- health insurance
- holiday entitlement
- training course

**Location** : Sathupradit, Bangkok

**Office hour** : Monday – Friday / 08.30 – 17.00

**Contract** : Miss.Nisalux [HR] Tel.0815591029, e-mail : nisalux@sonic.co.th