



RECRUITMENT INFORMATION

DELTA is looking for qualified candidates for following position:

Position: SENIOR ACCOUNT EXECUTIVE
Report to: ACCOUNT MANAGER
Working place: 128E Nguyen Dinh Chinh, Ward 8, Phu Nhuan Dist, HCMC.

I/ DUTIES& REPONSIBILITIES:

❖ ACCOUNT MANAGEMENT:

- Annually survey to optimize the Client's satisfaction.
- Meeting with Clients to collect information, brief & research, analyze, brainstorm & develop proposal sold out to Clients.
- Follow up complaints from Client and cooperate with internal to solve problem effectively & thoroughly.

❖ PEOPLE MANAGEMENT:

- Co-operate with the Accounting and Finance Departments to follow up the account receivables.
- Recive tasks from Manager/Supervisor achieve Sales target & ensure company services' quality.

II/ DESCRIBE JOB REQUIREMENTS:

- College / BA in marketing / economy / trading / communication major.
- At least 2 year experience in Advertising, Communication, Marketing or Sales major, or at least 01 year experience in similar levels.
- Creative thinking.
- Presentation skill & persuasion skill – Good presentation creating & convincible.
- Can develop proposal.
- Good English & Vietnamese Communication: Good listening, verbal and written communication skills.
- Team work: Exceptional interpersonal skills with ability to enter establish teams, build rapport and respect quickly. Ability and desire to seek win-win solutions.
- Time management skills and ability to manage multiple projects simultaneously.
- Ability to work effectively in high pressure & with cross-functional teams.
- Initiative in suggesting solutions to solve problems.
- Computer skills including PPT, Word, Excel...



III/ POLICY & BENEFITS:

Salary: Negotiate.

Others: As policy.

Please kindly send CV via

- Mail: hr.recruitment@squaregroup.com.vn
- Phone: **028. 3995 6340/ Ext: 418**

We will contact qualified candidates for further discussion.

HC DEPARTMENT