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Established over 20 years ago, Comin Khmere is the market leading Mechanical & Electrical (M&E) Engineering Solutions provider in Cambodia. We employ over 1000 staff within Cambodia in M&E construction projects, power transmission & distribution, M&E equipment maintenance and building facilities management as well as sales and aftersales of associated products and technology.

Comin has operations in several countries in the Mekong region and is part of RMA Group with diverse businesses in many developing markets within Asia and beyond.

## Sales Executive

### Key Responsibilities

- To create new opportunity/develop for Project (Cold room, Residential-solar) and MEPF maintenance contract business.
- To meet with customers and site survey for Project (Cold room, Residential-solar) and MEPF maintenance proposal.
- To cooperate with maintenance manager for scheduling with clients to propose Project & Maintenance contract work.
- To prepare/coordinate project and maintenance quotation, proposal and contract agreement to ensure deliver to client on time.
- To monitor and follow up with maintenance manager for to close deal and progress of project/maintenance on time.
- To monitor and follow up with clients from start approach unit close deal.
- To handle the customers' complaints on the project and maintenance contract.
- To coordinate with Administration team for payment invoicing to ensure payment collect on time.
- To perform other relevant tasks as required by Business Development Manager or Deputy Manager.

### Education Knowledge and Experience

- Bachelor Degree in Business Administration, Sales and Marketing, etc. Master is a plus.
- Good interpersonal skills, negotiation skills and communication skills.
- Prospecting skills and creativity.
- Presentation Skills a client relationship.
- Sales experience related to field.
- Computer literacy (Ms. Word, Excel, Power point...).
- **Fluency in Chinese**, good at English speaking and writing.

Interested candidates are invited to submit CV & cover letter in English to [roza.man@comin.com.kh](mailto:roza.man@comin.com.kh) no later than February 01, 2018. You may also contact us on Tel: 095 666 901/095 777 480. Your application should include details of your current salary.

