



Job Responsibilities

- To develop new sales opportunity and prospect
- Build goodwill and strong relationship with customer by maintaining regular visits and phones contact and ensure that the customers' satisfaction is being achieved
- Respond and attend to all customers' queries via email, chat, media social or phone
- Ensure that all the complaints from the customer are handled well
- Preparing weekly sales report to the Superior

Job Requirements

- Candidate must possess at least Professional Certificate, Diploma, Advanced/Higher/Graduate Diploma, Food & Beverages Service Management, Hospitality/Tourism/Hotel Management, Mass Communication, Marketing or equivalent;
- Required skill(s) : MS Office, MS Excel, Good communication skills, optimism, knowledge of market, ability to motivate, ability to create long term business relationship;
- Required language(s) : English, Bahasa Malaysia & Chinese;
- Able to work independently under minimum supervision;
- Must be able to interact with all levels and dedicated team worker;
- At least 2 years of working experience in related fields
- Minimum 2 years relevant working experience preferred
- Full-time position(s) available