

WE'RE LOOKING FOR
AREA SALES COORDINATOR
(Work base: Head Office, Cebu City)

Job Responsibilities:

- Coordinates with Merchandisers and ensures immediate reporting to Key Accounts Specialist on information involving activities or changes in the store operations of customers and moves of competitors concerning price changes; launching of new products or product lines; marketing strategies and promotions; and etc.
- Assists the Key Accounts Specialist in the formulation of marketing strategies and promotions
- Handles training of newly direct hired Merchandisers.
- Monitors the Purchase Orders (POs) of customers and ensures on time processing to meet delivery timeline.
- Coordinates with Key Accounts Specialist and/or forwarders of Logistics department of any issues affecting on-time and complete delivery of customer's orders.

Qualifications:

- Candidate must possess a Bachelor's degree , preferably related to Business, Marketing, Entrepreneurship or equivalent
- Excellent verbal and written communication skills
- With excellent interpersonal, negotiation, organizing and delegation skills
- Willing to work irregular working hours, weekends and public holidays (90-95% filled work)

To apply: Send us your resume and a copy of your TOR through

E-mail: vfihf.mgcfamero@gmail.com

**For inquiries, call: 0917-720-1393 (Globe) / 0920 – 956 - 2495 (Smart)
(Look for Ms. Mary Grace C. Famero)**