

Inside Sales Engineer

About the company:

Since 1982, Exim & Mfr Enterprise is recognized for providing service and solutions to our industrial customers for all areas of their OEM fasteners, electro-mechanical components and C-parts requirements. We provide single source and vendor-managed inventory (VMI) solutions that our customers have come to rely on and trust. We have dedicated resources to understand the challenges within production lines, supply chain, engineering and quality assurance of our customers.

We have an immediate opening in our Singapore office for **Inside Sales Engineer!**

Job Responsibilities:

- To attend to customers' inquiries and outstanding issues
- To provide sales support to further develop account potential and new customers to secure new orders.
- To perform daily sales activities which include preparation, quotations, follow-up and preparation of sample submission.
- To provide support and guidance to the Sales Co-ordinator.
- To ensure that pricing and quantity of orders received are in accordance to the quotations and ensure prompt delivery to customers.
- To attend monthly sales meetings to share and update the management on market information and trend.
- To attend to any quality issues and work with the QC department in providing customers with supporting documents when required.
- To assist in the preparation and participation of trade shows in the assigned territory.
- To undertake other tasks assigned from time to time.

Requirements:

- Minimum Diploma, preferably in Engineering field or equivalent
- At least 1 year working experience in similar job nature and industry
- Self-motivated, result orientated with good interpersonal skill
- Proficient in MS office

Benefits:

- Attractive remuneration package + Sales Incentive
- Opportunity for career progression
- Medical & Dental Benefits
- 14 days annual leave
- 5 days work

Join our ever-growing team of professionals, service and solution providers and set your career to a faster pace!

www.eximfr.com