

## **Sales Support – Russia/CIS Region**

For our client, a driven innovator and international player in the automotive/chemical sector, located south of Antwerp, we are looking for sales support Russia/CIS region.

### **Why is this job something for you?**

- You get a varied and challenging role within a dynamic company where there are still many achievements and promising projects on the horizon.
- You will be welcomed in an enthusiastic team where you can count on solid training and support, but also sufficient scope to fully develop and apply your commercial, organizational and technical skills.
- In addition you can be assured of a motivational remuneration package supplemented with various extra-legal benefits.

### **What are you going to do ?**

- You are responsible for the coordination of the full order to cash process and for applying the company strategy in every order and with every customer contact, including after sales care (follow-up if goods were delivered in good shape).
- You build up strong relationship with your customers and the external sales team.
- Furthermore you coordinate and analyse the remarks of changes of order patterns in your region and communicate these to sales.
- You collaborate closely with inside sales & marketing to coordinate the shipment of marketing kits & materials.
- Also you make sure that the ordered products are in line with the agreed product mix for each customer.
- You focus on order parameters, product ordering and availability checks to ensure that sufficient stock is available to meet customer needs.
- You are responsible for the product launch implementation follow-up and the support of price lists preparations whenever needed.
- You configure the most optimal truck/container load (by using the special support program).
- You actively support & advise customers on: import regulations, shipping terms, transport modes, alternative payments, custom docs (together with trade compliance).
- You are responsible for the screening of incoming LC's.
- Ultimately you participate in asking customer forecast (final responsibility of Sales).

### **Who are we looking for ?**

- You have a bachelor or master diploma and experience in sales support.
- You are analytical and you have a strong understanding of the main logistic and supply chain processes.
- You work accurate and you are result driven.
- Your communication skills allow you to develop positive, productive relationships throughout your network.
- You are fluent in Russian and English. Knowledge of Dutch is a strong plus.
- You have a good knowledge of MS Office applications.

## **Apply ?**

This can easily be done by email on [info@clearskyselection.be](mailto:info@clearskyselection.be)

For more information about this opportunity, you can always contact Koen Van Hoyer - manager at Clear Sky Selection on telephone number 0499-593046 or through the above email address.