

## **Sales Engineer**

### **Job Description**

- Handle sales activities/quotations for assigned account.
- Handle and grow existing customers/ new development customers (Machining and Contract Manufacturing) with strategic growth of 15%-20%.
- Manage customer account status & credit control for assigned account.
- Achieve assigned sales target and consistently follow up for purchase order after quotation is submitted to customer.
- Work with cross functional departments for customer request /new RFQ as per SOP0038.
- Review order fulfilment as per SOP0039 and back-up support for sales coordinator in order fulfilment that enable smooth daily operations.
- Maintain & service customers satisfaction as per SOP0040.
- Review consolidation of pricing & forecasting and work with customers in fulfilling the forecast.
- Participate in weekly / bi-weekly / monthly sales call with customers with the aim to ensure business needs are on schedule and to arrest any potential / new issues by customers relating to sales and revenue.
- Understand and work with multi-level bill of materials (BOM).
- Collaborating with the design, production, supply chain, engineering or R & D departments of the company to determine how products and services could be made or modified to suit the needs of the customer.
- Selling on technologically and scientifically company core capabilities to covert to product sales.
- Maintain and ensure Sales and Marketing annual operating budget did not exceed per HOD prevailing directive.
- Managing close relationship with various departments taking deliverables as top priority.
- Any other ad-hoc duties as assigned by supervisor.

### **Requirements**

- Minimum Diploma in Mechanical/Manufacturing Engineering or its equivalent
- Minimum 1 year of relevant working experience.

## **Skills**

### 1. Technical and Technological Skills

- Knowledge in Navision system platform.
- Strong oral and written communication skills.
- Basic MS Office proficiency.
- Provide quality customer service that meets customer needs and expectations.
- Able to accomplish sales-related reports and presentations.

### 2. Personal Qualities (Soft Skills):

- Customer-focused and results-driven.
- Able to work independently or with the team.
- Good communication and interpersonal skills in building and maintaining both internal and external relationships.
- Open to explore and decipher new things for professional growth.

If you are looking for challenges and have the qualities and experience to undertake this challenging opportunity, please write to [hr@fongspl.com.sg](mailto:hr@fongspl.com.sg) with your detailed resume stating your qualifications, experience, present and expected salary, and notice period.