

Dear ,

If you are interested in the below Job Offer, you are kindly asked to send your updated CV to the NDU Placement Office E: placement@ndu.edu.lb and to mention the Job Reference Number.

Only NDU students can apply to the following Job.

Job Reference # (Office Use)	4-3-2010-3
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Applicant Requirements	
Gender	<input checked="" type="checkbox"/> Female <input type="checkbox"/> Male
Age	Between 24 and 28
Standing	<input checked="" type="checkbox"/> Graduate <input type="checkbox"/> Fresh Graduate <input type="checkbox"/> Undergraduate
Degree	<input checked="" type="checkbox"/> Bachelor <input type="checkbox"/> Master <input type="checkbox"/> Doctoral Degree
Major / Emphasis	Mechanical Engineer
Years of Experience	Between 2 to 4 years of exp
Skills	Language Skills <input checked="" type="checkbox"/> English <input type="checkbox"/> French <input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Other _____
	Computer Skills Microsoft Office- Autocad
	Other Skills

Job Vacancy Details	
Application Deadline	31/03/2010
Job Type	<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Summer Job
Job Description	Position / Title Sales Engineer
	Salary (Optional) Depends on experience
	Responsibilities
	Plan and manage business portfolio/territory/budget by implementing the sales process and according to the company's mission and vision
	Prepare company presentation and giving Albina profile, catalogues, flyers or brochures to potential clients
	Assist the area sales manager in monitoring and reporting on market and competitor activities and provide relevant reports and information to area sales manager
	Assist the area sales manager in performing and leading market researches in order to introduce new products when assigned

	Assist the area sales manager in following up and supervising the implementation of the company procedures as set by Quality Management System Standards
	Assist the area sales manager in liaising with Purchasing & Logistics department to schedule orders delivery and time schedule
	Coordinate with the Purchasing & Logistic department to give the client final confirmation on the delivery and to make sure of customer satisfaction
	Follow up on quotations
	Assist the area sales manager in preparing and submitting the annual area budget
	Attend monthly meetings to discuss sales performance and ways to enhance the department's productivity by introducing new products
Job Location	Jounieh- Main road- MED bldg
Working Days	Monday till Friday from 7:30 AM till 4:00 PM
Working Hours	Saturday from 7:30 AM till 1:00 PM

Contact Us

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