

## JOB POSTING REQUEST FORM

### Job Details

Reference #	CP-35-2022
Company Name	Flow-X SARL
Industry	Industrial Equipment Trading
Vacancy	Sales & Marketing Agent
Job Type ( <i>FT, PT, Contractual, Seasonal</i> )	FT
Major(s)	Business Administration - Marketing
Degree	BA
Years of Experience	3-5
Location	Sin El Fil - Lebanon
Remuneration & Benefits	TBA
Currency (LBP, Dollar, Lollar)	Dollar
Tasks & Responsibilities	<ul style="list-style-type: none"> <li>• <u>Sales</u> Products: Industrial Valves and Equipment <ul style="list-style-type: none"> <li>- Find Leads and Determine Prospects</li> <li>- Introduce Flow-X and build relationship with EPCs</li> <li>- Review received RFQs for projects and Select Items to be Quoted</li> <li>- Prepare quotations in coordination with suppliers</li> <li>- Follow-up on quotations</li> <li>- Close sales</li> <li>- Process Orders and Procurement with follow-up on orders</li> <li>- Coordinate Shipment, Clearance and delivery</li> </ul> </li>   <li>• <u>Business Development</u> <ul style="list-style-type: none"> <li>- Detect new products required by EPCs</li> <li>- Find new suppliers to meet EPC requirement</li> <li>- Market Research and EPC Identification</li> <li>- Expand Customer base</li> </ul> </li> </ul>