



www.paccess-packaging.com

POSITION POSTING: Sales Executive
Office Location: Ho Chi Minh City or Hanoi
January 2010

PACCESS is searching for a sales executive to develop new business at factories in Northern and Southern Vietnam. Successful candidates will have 2-5 years of previous outside sales experience. Packaging experience is a plus.

PACCESS offers a comprehensive benefits package in addition to a competitive base salary and a commission plan.

A little bit of PACCESS history:

Since its inception, PACCESS' activities have expanded from an agency and brokerage business, serving various segments of the paperboard and packaging industries, to a global company now providing world-wide supply chain and packaging solutions to global consumer products companies.

The scope of the Company's services can be broken down into four distinct, yet interrelated businesses, as described below:

- **Paper** - Mill representation on a fee basis and related brokerage activities, in which paper is purchased in anticipation of sales, based on customer sales history.
- **Fiber** – Trading virgin and secondary fiber to supply the paper industry in China and other developing markets in Asia.
- **Materials Consolidation** - Supply chain services in managing non-paper fiber materials, covering the procurement, warehousing, and delivery of products to customers on a "Just in Time" basis, with a firm end-user commitment.
- **Global Packaging Solutions** - Comprehensive packaging solutions integrating the complex work flow between demand and supply chains across the global production network to meet the packaging and distribution requirements of consumer product companies with international production requirements.

Please email your resume to resume@paccessglobal.com.



**Job Description
Sales Executive - Vietnam**

POSITION TITLE: Sales Executive - Vietnam
REPORT TO: Regional Sales Manager
DEPARTMENT: Packaging
PURPOSE:

Develop new sale opportunities, manage existing accounts, and provide support to staff regarding business implementations.

ESSENTIAL FUNCTIONS / MAJOR RESPONSIBILITIES:

- Performs a leading role in communication and coordination with OEM customers and Brand/Retail liaison offices for selected accounts.
- Identifies new opportunities and develops other new accounts
- Develop customer base to ensure long term margins are maximized and new customers are explored. Provide field tours to customers. Extend service after sale in all aspects. Review programs with customers. Pursue new business opportunities.
- Assist finance department for collections in exception cases. Work to ensure prompt payment or collections whenever needed.
- Expand the volume of business with existing customers through direct sales to their OEMs
- Identify and target new business with new customers. Understand the capabilities and business strategies of current supply partners and collaborate to develop new sales.
- Work closely with sale managers to develop sales channels and programs in various regions.
- Work closely with packaging team to ensure customer needs are met.
- Ensure claims and complaints are processed quickly with good business quality.
- Understand the supply / demand balance, market pricing, competitive activity, cost to serve and sales channels.
- Work closely with internal managers to insure a coordinated process from order to delivery.
- Implement new projects and programs with local teams relating to sourcing, logistics, and technical issues.



- Help finalize business terms with internal and external sides. Ensure customer understands business processes.
- Assist the packaging development team to interface with customers where appropriate. Double-check with customer on graphics, structure, dimension and function. Coordinate internal party and vendors in case of field audit and respective compensation.

ESSENTIAL REQUIREMENTS OF POSITION:

- College graduate or above with 2-5 years of direct sales experience
- Fluent in spoken and written Vietnamese language
- Good command of written English
- Well versed in office PC software, especially excel and PowerPoint
- Strong communication and excellent interpersonal skills
- Well organized, dedicated, self-motivated and mature

PREFERRED KNOWLEDGE/SKILLS/ABILITY:

- Experience within a multi-national
- Packaging knowledge