

	<h1 style="text-align: center;">Business Development Manager</h1> <h2 style="text-align: center;">Job Description</h2>		Document Number: JD-SAL-12.05
	Department: Global- Sales	Effective Date: September 29, 2016	Revision No 0

I Reason for Existence

The position is responsible for selling all services of a Company by way of consultative and/or strategic selling that will result to increased revenue. He or She is also responsible for building and strengthening rapport with clients, to grow and look for new business opportunities both for existing and new clients in line with the strategic direction and targets of the company.

II Duties and Responsibilities

1. Responsible for securing new customers, and maintaining and developing existing accounts.
2. Meet and exceed target set in terms of contributing and generating revenue for the department.
3. Conduct and report minimum number of sales leads set by the management and transform a minimum of those into revenue generating business.
4. Maintain records of customer details / sales visits in the Orient.
5. Identify potential customers and register opportunities in Orient; relentlessly pursue realization of such opportunities leading to revenue for the company.
6. Regularly visit existing accounts validating our service levels and develop new revenue streams.
7. Follow up with clients for outstanding supported by the Finance Controller.
8. Perform any other function as assigned by his/ her immediate leader.

DDC: *Please refer to printed files for signatures of approvers.*

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 <p>F2 GLOBAL LOGISTICS LET'S MOVE. NOW.</p>	<h1 style="text-align: center;">Business Development Manager</h1> <h2 style="text-align: center;">Job Description</h2>		<p>Document Number:</p> <p style="text-align: center;">JD-SAL-12.05</p>
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III Minimum Qualifications

1. Graduate of 4 year business course
2. At least with 3 years' experience in customer service and sales
3. Proficient in Office Application
4. Good level in English both and oral written communication
5. Excellent presentation skills
6. Good negotiation skills
7. Self-motivated and organized

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