



BUSINESS DEVELOPMENT MANAGER

SECTOR: Automobile

LOCATION: Kunshan

PROFILE: Local

JOB PURPOSE:

- 客户策略的制定、实施和监控，以实现目标，维护与客户不同职能团队的关系
Key account strategy development, implementation and monitor to achieve the target, and maintain the relationship with the key account in different function teams;
- 客户商务问题的联系窗口并向客户收集信息和请求；
Play as the “Window” person in front of key account for all commercial issues and intend to collect information and request from key account;
- 客户新项 RFQ/RFE&转移项目，准备报价、可行性分析、报价和合同批准；
Key account new project RFQ/RFE & replacement project, prepare the offers, feasibility analysis, quotation, and contract for approval;
- 保证产品的利润，客户货款的跟催及确保回款正常
Responsible for the profit of the product, follow up the customer's payment and ensure that the payment is normal
- 工程变更管理，向客户提交成本，保障公司利润；负责量产前样件订单的跟进及开票管理。
Engineering change management and submit the cost evolution to customer to protect company margin; Responsible for the follow-up and invoicing management of sample orders before mass production.
- 收集、调查相关竞争对手信息；
Collect and investigate relevant competitors' information;
- 重点开发非汽车行业装饰件业务，如航空、医疗、工业、化妆品等行业。
Key task is to develop decorative business from aerospace, medical equipment, industrial, cosmetics, etc.
- 配合其他职能团队处理大客户投诉；
Cooperate with other functions team to deal with complain from key account;
- 按时提交周报、拜访报告、销售报表等相关报表。
Submit weekly reports, visit reports, sales reports and other related reports on time
- 上级交办的其他辅助性工作。
Other supportive work assigned by manager.

REQUIREMENTS

- 大专及以上学历，3 年以上销售工作经验
College degree or above, more than 3 years sales experience
- 熟练使用办公软件，能看懂图纸，机械设计与制造相关专业优先。

Proficient in using office software, able to read drawings, mechanical design and manufacturing related majors are preferred

- 熟悉注塑、喷涂、PVD 制造行业，有汽车内饰零部件产品销售经验优先
Familiar with injection molding, painting, PVD manufacturing industry, sales experience of automotive interior parts products is preferred
- 良好的英语听说读写能力
Good English listening, speaking, reading and writing skills
- 工作主观能动性较强，能承受压力，能适应应酬和出差；具备勇于开拓、积极上进和团队协作的工作精神
Highly motivated at work, able to work under pressure, able to adapt to social events and business trips; have the work spirit of courageous development, positive progress and teamwork

APPLICATION:

Please send your resume and your motivation letter to: sh-recruitment@ccifc.org

Mail subject: Business Development Manager