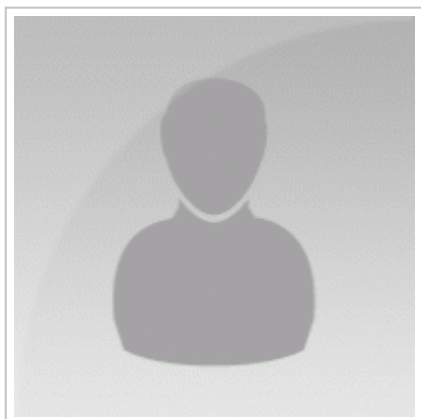


Marketing & Sales Assistant (Investment Immigration And Overseas Property Services), Eastside Properties (Hk) Limited



Views: 3012

Salary from HK\$10,000.00 Per month

Created: August 20, 2013

Location: Hong Kong, Wan Chai

Work experience: 2+ to 5 Years

Level: Bachelors Degree

Desired employment

Job title:	MARKETING & SALES ASSISTANT (INVESTMENT IMMIGRATION AND OVERSEAS PROPERTY SERVICES)
Salary from:	HK\$10,000.00 Per month
Employment:	Full time
Work experience:	2+ to 5 Years
Level:	Bachelors Degree
Short Description:	-
Description:	Job Description:

- Make outbound calls to prospective clients and arrange customer appointments for our consultants
- Handle inbound calls for investment immigration inquiries and invest on overseas properties. Prepare proposals for prospective clients
- Help prepare bi-monthly electronic newsletters, monitor all digital media (web, social media, search marketing) and channels for quality leads generation and analyze sales and marketing KPIs for continuous improvement
- Assist sales and marketing team to achieve monthly sales target and profit goals through well planned call and sales activities

Qualification and Experience Requirements:

- Degree holder in Business, Marketing, Real Estate/Property, Ecommerce, Information Technology
- Minimum one and five years sales, marketing, digital marketing, customer service experience. Fresh graduate without work experience may be considered for trainee positions.

Language Skills

- Fluency in spoken and written Cantonese / Mandarin and English.

Other requirements:

- Good communication skill, team player and capacity to work independently with passion and goal seeking attitude.
- Strong interest in overseas property

Salary will commensurate with the right candidate's relevant work experience and past achievement performance bonus. Training is provided. Applicants please apply with cover letter, full resume, stating current and expected salary, availability to The Manager aakykwan@gmail.com. Recent graduate with no work experience will be considered for trainee positions.

*** Personal Data collected are used for recruitment purposes only and will be kept under strictest confidence.