

# LEAVE YOUR MARK

WITH BUREAU VERITAS VIETNAM

## JOB TITLE: BUSINESS DEVELOPMENT EXECUTIVE

---

### TASKS – ACTIVITIES – RESPONSIBILITIES

- In-charge of the sales target (for Non-Food Team) as defined by Sales Manager with specific industry lines
- Contact potential or existing customers to promote about Bureau Veritas's services
- Research and update customer information in the database
- Expanding clientele by pro-actively identifying new market opportunities and closing business deals
- Promoting company's products & services: making telesales, generating new leads and arranging for sales appointments, pitching and presentations
- Making telephone calls and in-person visits and presentations to existing and prospective customers
- Developing clear and effective written proposals/quotations for current and prospective customers
- Planning and organizing personal sales strategy.

---

### CANDIDATE PROFILE

- University degree of business management/ marketing or equivalent
- At least 2-3 years' experience in key position of business development in multinational company or Certification company
- Has experience in sale B2B
- Good knowledge about ISO CER's activities is preferable

### TECHNICAL AND PROFESSIONAL SKILLS

- Basic knowledge about soft skill courses
- Good social communication skills
- Clear voice and cheerful character.

#### Bureau Veritas Vietnam Head Office

Add: E-Town 1 Building, 4th Floor  
364 Cong Hoa St., Tan Binh Dist., Ward 13,  
Ho Chi Minh City, Vietnam

Email: [dang-khoa.tran@bureauveritas.com](mailto:dang-khoa.tran@bureauveritas.com)

Website: [www.bureauveritas.vn](http://www.bureauveritas.vn)

