



## **SALES SUPPORT. DENPASAR, INDONESIA**



### **NOW HIRING**

#### **OVERVIEW**

We are looking for a talented and motivated to join our dynamic team at **FL Technics Indonesia**. In this role, you will work closely with to help us achieve **general business objectives or goals**. If you are passionate about **Field or Position**, have a knack for **specific skills or attributes**, and are looking to grow your career, we encourage you to apply.

#### **JOB DESCRIPTION**

1. Communicate with customers, providing necessary information in a timely manner.
2. Liaise with intra- and inter-department with the objective of timely resolving customer issues and queries.
3. Handle billing tasks, including data collection, quotation preparation, and billing approvals
4. Assist in sales planning by updating potential project information for the direct manager and providing upcoming project data to the Planning department
5. Generate sales analysis and revenue reports on a weekly and monthly basis
6. Maintained comprehensive records of all sales-related documents
7. Perform ad-hoc tasks as directed by superiors

#### **JOB REQUIREMENTS**

8. Fluent in English, both verbal and spoken
9. Bachelor degree in Business/ Aviation / Engineering
10. Minimum of 1-3 years of working experience as a Sales Support or in an equivalent role.
11. General knowledge of aviation industry, business contract, business operation, etc.
12. Basic computer skills: Microsoft, billing systems, etc.
13. Able to work both individually and as a team with excellent interpersonal skills.
14. Able to work out of office hour.
15. Able to work under pressure or limited time frame.
16. Preferably reside near Bali Airport area

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**FL Technics Indonesia** is a global provider of integrated aircraft maintenance, repair, and overhaul (MRO) services with 20 000 sq. m. of hangar and office space at Soekarno-Hatta International Airport in Jakarta, Indonesia, where it employs approximately 200 aviation experts. The company has FAA-145 certificate and can perform full C and D checks on Airbus and Boeing aircraft.