

Marketing Staff - Autolease

Location: Head Office - Jakarta.

Responsibilities:

- Developing the relationship with new / existing customer and supplier / dealer
- Processing incoming inquiry according to the internal procedures
- Maintaining and monitoring ongoing contracts
- Handling overdue account
- Planning a new program to expand marketing activity
- Doing market research
- Any administration job related to the marketing activity for processing / maintaining the account
- Any activities related to the marketing activity

Requirements:

- Candidate must possess at least a Bachelor's Degree, Economics, Business Studies/Administration/Management, Marketing, Communication or equivalent.
- At least 1 year(s) of working experience at **car leasing company or financial industry** handling corporation as customer is required for this position
- Preferably Staff (non-management & non-supervisor)s specializing in Sales - Corporate or equivalent.
- Full-Time position(s) available.