



JOB OPPORTUNITY

Position: Digital Sales Staff

Reporting to: Customer Experience and Business Development Manager.

About Company

Phongsavanh Insurance (APA) Co., Ltd is a composite Insurance company in Laos. Part of the Phongsavanh Group. Phongsavanh Insurance provides insurance products to protect the lives and belongings of individuals, families and businesses. Our Vision is to create a reputation of professional insurance Company with customer core values at the heart of its operation and to deliver first class service in all our actions with clients. We are looking for passionate and energetic people to join the team to help shape the future of Phongsavanh Insurance.

Key responsibilities:

- Perform online sales activities to achieve sales target
- Identify potential customers and clients based on business directories, leads and referrals for business opportunities
- Present and negotiate price, credit and other sales or service agreement terms and conditions
- Ensure scheduled or proper delivery of insurance quotations and policies to customers
- Update customer database with contact details and interest information from prospective customers
- Attend sales training and educational programs for professional development.
- Maintain up-to-date knowledge about product information and promotions
- Communicate with customers through phone, e-mails, chats and personal visits and be able to describe / answer questions features, coverage and benefits of insurance products
- Respond to customer queries promptly and professionally.
- Work independently or in a team to achieve monthly sales target
- Provide excellent services and ensure customer satisfaction including after-sales
- Make inbound and outbound calls to sell company products
- Obtain customers information for use by underwriters in formulating quotes
- Stay abreast with online marketing trends and competitors
- Other daily tasks based on assigned work plan

Qualifications and experiences:

- Higher diploma / Bachelor's degree in Business Administration, Marketing or related
- 1-2 year work experience in sales, insurance sector is desirable
- Working experience as sales or business development is desirable.
- Ability to listen and understand client's needs
- Networking ability
- Confidence, enthusiastic and sociable person
- Basic MS Office, internet and social network knowledge and ability to generate a systematic sales report
- Good written and verbal communication skills (English and local language)
- Great interpersonal skills and the ability to work under pressure



Key benefits:

- Competitive remuneration
- Comprehensive on job training
- A supportive environment

Apply now:

Submit your CV, Application Letter **in writing in English** and other relevant application documents to our Human Resource Department at Career@apa.com.la

More information:



<https://apa.com.la/career/>



info@apa.com.la

Only shortlisted candidate will be contacted for interview.

Closing date for applications: 09th September 2022.

