

Tele Consultants / Representatives (Bahasa Indonesia / Thai Speaking)

Required language(s): Preferably multi-lingual.

Proficient in English and/or Bahasa Malaysia and;

1. Bahasa Indonesia
2. Thai

You can be part of our GROWTH!

Responsibilities:

- Initiate and conduct primary research to generate tele-compliance leads, identify potential contacts and their needs;
- Demonstrate good strategies and ability to secure and grow leads for tele-compliance contact management
- Manage daily contact management operations
- Ensure that proper updating and call reports are made on a daily basis
- Present daily reports and other related performance feedback
- Review monthly hit rate and status report
- Write reports and presentations when required
- Communicate and establish good working relationships with contacts at all levels
- To resolve team and contact issues, work closely with team members to provide solution.
- Responsible, committed and able to meet set targets, goals and objectives.

Requirements

- Candidate must possess at least a Diploma, Bachelor's Degree or Advanced Diploma in any relevant field. Preferably related to any Design Engineering courses.
- Required skill(s): Customer care/support, Telesales/marketing.
- Fresh graduates/ entry level applicants with enthusiasm, creativity & excellent communication skills are also encouraged to apply.
- Effective English communication skills and telephone etiquette;
- Able to excel in a fast paced environment.
- Able to work within tight deadlines and multi-task efficiently
- Excellent research and analytical abilities will be an asset
- Team player and ability to work collaboratively with team mates
- Excellent verbal, written and interpersonal communication skills
- Must be result-oriented, self-driven and able to work under minimum supervision.