JOB DESCRIPTION

Position	**Account Executive**
Job Type	Full-time
Location	Danang, Vietnam
Requirement	Good command of English

ABOUT US

Baller Headwear is a caps manufacturer servicing foreign brands. We are currently recruiting a full-time Account Executive. If you are interested in a new career in an international company and have exceptional English literacy, we would love to hear from you.
For more information about our products and operation please visit our website: ballerheadwear.com

WHAT YOU WILL INVOLVE

- Receiving inquiries from foreign customers and designing mock-up to meet customer's preferences.
- Assisting customers with placing orders and ensuring their satisfaction with the product.
- Communicating with customers through email to address any concerns or feedback related to the orders.

WHAT WE NEED YOU HAVE

- Good command of English, especially in writing.
- Good communication skills
- Intelligent/quick responding ability.
- Willingness to learn & adapt to new challenges
- Sharp, honest & responsible

WHAT WE OFFER YOU

- **Salary: 8,000,000 - 10,000,000 VND**

- One-month probationary period
- Meal provided during working hours.
- Full insurance coverage as per company policy.
- Other benefits and compensations as prescribed by laws and company policies.
- 13th-month salary bonus and other bonuses in accordance with company regulations.
- Work Macbook provided.
- 12 days of annual and holiday leave.
- Participation in team-building activities, annual company trips, and internal events.
- Opportunity to use and improve English skills in a professional environment.
- Working time: Monday to Saturday: 7.30 am - 4:30 pm. Half day off on Saturday.

If you are interested in this position, please apply via this form: Application Form

We are looking forward to seeing you in the interview to know better about each other.

BALLER HEADWEAR VIETNAM CO., LTD

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