

Sales Manager, Procurement Engineer – Beam International

Beam International (Offshore) undertakes a diversity of activities overseas in general trading, construction and building materials, in addition to Engineering services and industrial equipment, supply chain and logistics and commercial representation.

1- Sales Manager

Major: degree in Business Administration, or any related field.

Experience: 7 – 10 years of experience in steel, building or construction materials.

Major Responsibilities:

- Develop and maintain strong business relationships with clients.
- Conduct weekly market visits to follow up on existing clients and spot new clients/opportunities.
- Work closely with the clients through their decision making and selection process and seek opportunities to propose solutions and give a leading edge over competing products in new sales opportunities.
- Develop action plan on monthly basis to meet or exceed sales' target.
- Prepare monthly and quarterly reports on progress and present forecasts and plans for following period.
- Identify new business opportunities and/or new lines of business.
- Manage the inventory and reconcile data with the system.
- Oversee all cross shipments.
- Maintain up to date market and competitor knowledge to develop effective counterstrategies.
- Keep updated information on industry trends and direction.
- Develop and improve the overall existing practices if needed.

2- Procurement Engineer:

Major: degree in Mechanical Engineering, Electrical Engineering, or any related field.

Experience: 3 – 5 years of experience.

Major Responsibilities:

- Review technical specifications/requirements of assigned RFQs and tenders
- Source and identify potential suppliers and select the best offer in terms of price, quality, delivery, terms, and conditions
- Ensure quotations are received prior to the assigned deadlines
- Conduct effective cost/estimation analysis and prepare final offers to be submitted to customers
- Negotiate with suppliers on discounts and commercial terms and conditions
- Prepare, issue, and follow up on purchase orders until receiving the purchase acknowledgment
- Coordinate on ongoing files with sales team when needed (or directly with clients where applicable), to understand client requirements
- Coordinate with the logistics departments on all shipment related matters and provide support when needed

- Manage and update data on ERP system accurately and timely.

Additional Requirements:

- Experience in procurement/estimation is a plus
- Knowledge of the Oil & Gas Production is a plus

How to Apply:

Kindly send your CV or contact the Career Services Center, E-mail: career.services@balamand.edu.lb,
Ext. 7801; 7802