**JOB DESCRIPTION: SALES ANALYST - SSA**

**Organization introduction**

SSA is one of the leading sports training academies in Vietnam. We not only train kids on sports skills but also infuse in them a passion and values that benefit them both now and in the future. With all programs taught in English and a credible curriculum selected from other world-class sports organizations such as FIBA/NBA, we are committed to deliver an international standard for all parents and kids.

**Job description:**

The Sales Analyst is expected to track and ensure the organization’s target delivery. If you love analyzing data yet hate the everyday boring task of number crunching, this role is right for you.

**Responsibilities:**

* Collect and organize sales data to produce tracking reports.
* Provide insights and analysis on sales trend and sales operation to ensure target delivery.
* Coordinate with customer development team to ensure our promotions are well executed to the sales force and our customers.
* Support all marketing initiatives in terms of market execution.
* Actively seeking for competitive and market insights and be able to turn those fresh insights into thoughtful recommendations and actions.
* Be willing to manage queries and do telesales in peak time
* Fulfill any additional tasks assigned by your manager

**Compensation:**

We would like to offer you a fix salary of VND 8,000,000/gross per month

Team bonus: meet Sales Goal 100% on top ½ month salary, 150% 1-month salary

To receive any bonus, you need to be employed by SSA Sports at time for payment by the end of the financial year.

**Expected Outcomes**

• Efficient data for sales activities

* Sales targets and objectives are achieved.

• Potential and existing customer relationships are maintained and improved through exceptional customer service.

**Person Specification**

• A tertiary qualification in the area of economics (accounting preference

• Highly computer literate, especially in excel.

* Ability to work with large sets of data, analytical analysis skills are mandatory.

• The ability to develop a good understanding of the product.

• Ability to work well both independently and in a group, sharing ideas and problem solving.

• Excellent English and Vietnamese verbal and written communication skills.

• Excellent organizational skills such as time management and prioritizing.

• A flexible approach and the ability to influence others.

• Ability to maintain strict confidentiality.

In this position you will report directly to the Sales Manager in Ho Chi Minh City