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| JOB DESCRIPTION: Assistant Technical Services Manager South East Asia |
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| **Incumbent** | **Position Title** | **Direct Subordinate Position(s)** | **Department** | **Company/ Location** |
|  | Assistant |  | Sale Department | Skretting Vietnam |
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| **Supervisor** | **Position Title** | **Department** | **Company/ Location** |
|  | Technical Service Manager South East Asia | Sale Department | Skretting Vietnam |
| Objectives |
| * Translate the main point of messages, articles or speech about shrimp technical knowledge to technical & sales, Technical specialist, Area manager and customers.
* Communicate about success project, success farm to technical & sales, Technical specialist, Area manager and customers understand what’s key point.
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| Responsibility |
| * Assist follow up success project, success farm about collect data and analysis then shall be explaining to technical & sales, Technical specialist, Area manager and customers understand
* Assist business trip planning must be coordinated with Marketing department, Area Sales Managers, Sales, Technical and driver by weekly, monthly.
* Assist to translations and communications with customers during seminars organized by the Company.
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| Requirements |
| * Bachelor degree of aquaculture or aquaculture related.
* Male/Female 25 – 30 year old.
* Minimum experience 1-3 years of shrimp and fish industry. (If was experience specials considered)
* Have a good time and planning management.
* Understand some of aquaculture market especially shrimp local and world market information.
* Presentation skills.
* Minimum Microsoft office skills (outlook, PowerPoint, Word, Excel).
* Good public speaking skills
* Good communicate in English, Vietnam.
* Excellent ability to work under pressure.
* Open mind, positive thinking and able to learn new things.
* Able to travel to work.
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**Works Together With**

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| * Internal:

Sales department, Marketing & Communications department, Technical department | * External:

Customers  |

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 **Specialist competence**

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| * Analyze skills.
* Communicate effectively (internally and extremely)
* Creative ideas
* Emotions control.
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