

Vacancy: Sales Manager Textile

Since 1999, Lighthouse provides hands-on business support, management services and strategic advice to companies active on the Russian market. Lighthouse solves the problems its clients face from the moment of their first visit to Russia and during the time they do concrete business on the Russian market. Lighthouse adds value to the activities of its clients through its local presence, its hands-on experience and its in-depth knowledge of the Russian business environment.

For one of our clients, a foreign fabrics producer, we are currently looking for a **Sales Manager Textile**.

Main Responsibilities:

- To build up a data base of the Russian garment manufacturers who use circular knit fabrics;
- To introduce the products of the company to these manufacturers;
- To make appointments with new contacts to show fabric hangers, to give information about minimum quantities & working conditions and to find out their needs;
- To send daily reports about the contacts done to the headquarter;
- To keep in close contact with potential buyers & update them when there is any new quality or new print design which might be suitable for them;
- To forward clear orders to the head quarter and get price and delivery confirmation in return;
- To make sure that advance payments are done on time and in the agreed amount;
- To follow up the order, to make sure that color approvals are get on time and to give a regular feedback about the order placed to the customers;
- To make sure that production samples are get on time and after getting customers approval give shipment instructions to the headquarter;
- To get delivery information from the transport company and give this information to customer;
- To make sure that payment of the balance amount is done on time before delivery.

Skills Required:

- Excellent written and verbal communication skills in Russian and English;
- Self-motivated, initiative, able to work hard and with tight deadlines in an international environment;
- Experience in the textile sector;
- Experience in marketing any kind of textile fabrics is a plus.

The position is based in Moscow in walking distance from the Garden Ring.

For more information or to hand in your application letter, please contact Birgit von Oehsen at birgit@thelighthousegroup.ru.