



HEAD OF MARKETING & SALES

Location: Petaling Jaya

Nationality: Local

Type: Permanent

Post: 1

RESPONSIBILITIES:

To dynamically lead the marketing, sale and rental of properties managed within the two arms of the Property Division – Projects and Investment Properties – so as to maximize revenue; reduce project risk; position the company's corporate, asset and project brands and ensure effective internal and external communications across the company's business

The role of Head of Marketing & Sales merges two senior positions, namely the Head of Product Marketing & Research and the Head of Branding & Communications.

The incumbent will oversee the activities of a team of 7 staff including as shown in the organisational structure:

- Manager Sales Coordination
- Relationship Managers (3)
- Events Coordinator
- Communications Consultant
- Communications Assistant

Assisting the marketing of vacant space within the Company's portfolio of leased buildings managed within the Investment Properties unit.

Strategic communications associated with the successful delivery of Major Projects, Asset Upgrade Projects, Landed Property Projects and Investment Properties.

- Corporate communications in collaboration with the COO.
- Events designed to target potential prospects for the Company's property developments.

REQUIREMENTS

- Minimum Bachelor Degree in a Marketing or Communications discipline
- Minimum 15 years' experience in the sale and marketing of high quality property development projects for respectable companies
- Minimum 5 years' experience managing marketing/corporate communications activities supporting marketing strategies and sales programs
- Minimum 5 years' experience as Head of a substantial Marketing & Sales business unit
- Extensive experience appointing and managing sales teams and third party agents
- Demonstrated performance and track record as a highly accomplished sales person
- Exceptional command of English in both written and verbal communication



- Proficient computer literacy in Microsoft Office, Word, Excel and PowerPoint
- Skilled in training sales skills to a sales team
- Excellent presentation skills
- Able to strategize and