



Officer / Senior Officer, Business Development

Responsibilities:

- Assist in execution of business development strategies to expand and maximise business growth in Mainland and overseas
- Facilitate effective business relationship with major industry players
- Update database of stakeholders and KPI reports regularly for management review
- Provide support on proposals, market research, tendering document and presentation materials
- Follow up on enquiries from internal and external stakeholders
- Perform any ad hoc assignments as required

Requirements:

- Bachelor degree or above
- Minimum 2 years of relevant experience in sales, business development, partner relations or marketing position.
- Knowledge or interested in aviation industry, particularly in Asia-Pacific region
- Ability to work under pressure, multi-tasking, organised, motivated and proactive
- Strong sense of responsibility and integrity
- Good command of written and spoken English and Chinese
- Proficient in Microsoft PowerPoint, Excel and Chinese word processing
- Candidates with less experience will be considered as Officer, Business Development. Fresh graduates are also welcome