

**Job Title:** Export Sales Manager

**Location:** Zodiac Mall Scheme 140 , Indore

**Company:** Fenton Chemicals

**Job Description:**

Fenton Chemicals a leading manufacturer of Emulsifiers , Silicones and Speciality Chemicals is seeking a dynamic and motivated **Export Sales Manager** to drive international sales, manage export documentation, and handle logistics operations. We are looking for **candidates** who are fluent in English, have a strong ability to generate leads, and excel in the export-import process.

**Key Responsibilities:**

- **Lead Generation:** Identify and establish relationships with potential international clients through market research and outreach.
- **Export Sales:** Develop and manage a pipeline of opportunities to meet and exceed sales targets in international markets.
- **Export Documentation:** Oversee and ensure accurate and timely completion of all export-related documentation (commercial invoices, packing lists, bills of lading, etc.).
- **Logistics Management:** Handle end-to-end export and import logistics, including coordination with freight forwarders, shipping lines, and couriers.
- **Sampling Export:** Manage the sampling process, including coordination for export sample shipments and couriers to global clients.
- **Market Analysis:** Conduct market research to analyze export trends, competitor activities, and identify growth opportunities in international markets.
- **Import Clearance:** Coordinate and oversee the customs clearance process for imported goods and materials.
- **Client Relationships:** Build and maintain strong relationships with international clients to ensure high customer satisfaction and retention.

**Qualifications:**

- **Experience:** 1-5 years of experience in export sales and international trade, with a focus on chemicals or related industries.
- **Language Skills:** Fluent in English, with excellent communication and negotiation skills.
- **Export Documentation Expertise:** In-depth knowledge of export documentation and international trade compliance.
- **Logistics Knowledge:** Hands-on experience in managing export and import logistics, including courier and freight forwarding.
- **Market Research:** Ability to conduct market analysis to identify potential markets and clients.
- **Problem Solver:** Strong analytical and problem-solving skills, with the ability to manage multiple projects and deadlines.
- **Education:** Bachelor's degree in Business, International Trade, or related field.

**Additional Requirements:**

- **Preference for female candidates.**
- Experience with export sample management and sampling courier logistics is a plus.