



CIC Environmental Services Sdn Bhd (CIC) is a leading professional oil and gas and industrial waste management company listed under the Ministry of Development and Department of Environment, Parks and Recreation (JASTRe).

We have the following vacancy within our organization at Kuala Belait.

- **Head of Department of Sales Business and Development**

Detailed information regarding the position can be found at www.cicgrp.com

Application open for Bruneian Nationality and Permanent Resident only.

Interested applicants can email their CV with recent passport size photograph to hrd@cicgrp.com. Please state clearly in the email subject the position apply for.

Closing date **7th October 2019**



CIC Environmental Services Sdn Bhd is an established local company specializing in hydrocarbon and chemical hazardous waste management services.

Position: Head of Department of Sales Business and Development

Main Responsibilities:

- Managing of the daily sales activities and direct reports
- Following up new business opportunities and setting up meetings, Planning and preparing presentations
- Close new business deals by coordinating requirements
- Communicating CIC's new initiatives and new product developments to prospective clients
- Overseeing the development of marketing efforts
- Writing reports and providing management with feedback.

Qualification / Experience Required:

- Bachelor's Degree in business related field or equivalent related work experience
- Minimum 5 years' experience in related field (preferably oil and gas company)
- Computer Skills (proficient in Excel, Word, PowerPoint and Outlook)
- Good verbal and written communication skills in English, Malay beneficial
- Organizational and planning skills with the ability to co-ordinate activities across departments.
- Good interpersonal communication skills.
- Ability to work independently.
- Diligent and detail orientated.
- Good time management skills.
- Keen interest to learn, develop and progress.

Preference will be given to **Brunei Citizens and Permanent Residents**. Interested applicants, please submit a full resume with recent photograph and expected salary to the following address:

HR Department

P.O Box 331,
Kuala Belait KA1531,
Brunei Darussalam

Or email to : hrd@cicgrp.com

Job applications should reach us latest by **7th October 2019**