



JOB DESCRIPTION: Sales Agent for *Bambu Stage*

General Information

Position title	Sales Agent
Location	Siem Reap
Salary Range	USD 400-500 (net monthly)
Conditions	Full time position, 6 days a week, based in Siem Reap (preferable) 18 days of public holidays + 12 days of annual leave per year (exact details of above to be agreed during the selection process)

Context

Bambu Stage is a performance venue based in Siem Reap, offering creative daily shows about Cambodian culture. In 2019, *Bambu Stage* is evolving into a cultural destination and will be welcoming new performances and services. To do so, *Bambu Stage* is partnering with *Experience Cambodian Living Arts* for content production, sales and marketing.

Bambu Stage and ECLA are seeking for an Sales Agent to develop a portfolio of commercial partners (hotels, tour desks, agents, etc.), develop new business and actively seek new sales opportunities.

Main Duties & Responsibilities

- Develop a list of potential commercial partners (hotels, tour desks, agents, etc.)
- Serve as the lead point of contact for all selected partners
- Build and maintain strong, long-lasting client relationships
- Negotiate contracts and close agreements to maximize profits
- Develop trusted relationships with key accounts and customer stakeholders
- Ensure the timely and successful delivery of our solutions according to customer needs and objectives
- Track key account sales result and clearly communicate weekly/ monthly sale report to management
- Develop new business with existing clients and/or identify areas of improvement to meet sales targets
- Collaborate with Directors at Bambu Stage and Experience Cambodian Living arts to identify and grow opportunities within territory
- Assist with challenging client requests or issue escalations as needed



Required skills and experience

- Proven work experience as an Account Manager, Sales Account Manager or relevant role
- Demonstrable ability to communicate, present and influence key stakeholders at all levels of an organization.
- Some experience with CRM software (e.g. Salesforce, Zoho CRM) and MS Office (particularly MS Excel)
- Proven ability to juggle multiple account management projects at a time, while maintaining sharp attention to detail
- Excellent listening, negotiation and presentation abilities
- Strong verbal and written communication skills
- Fluency in English and Khmer is required

Application instructions

To apply, please send a resume with a cover letter explaining your interest and suitability for the position, please state why you feel you would like to apply for this position. Please send by email to: jon@bambustage.com with a copy to malar@bambustage.com, we will reply and arrange a time for an interview in Phnom Penh or Siem Reap should your application be selected accordingly.

Please send your application by the 31st May 2019 to ensure consideration for this position.

About Bambu Stage

Bambu Stage is a platform for performing arts in Cambodia—a performance venue with daily shows, a workshop space for Cambodian puppeteers, and a gathering space for artists and art lovers. We operate as a social enterprise and collaborate closely with NGOs, other social enterprises, and ethical businesses in the community.

We have two priorities. First: to change perceptions about the history, culture, and issues that affect Cambodia. When we're more informed, we become better travelers.

Second: to nurture local talent in professional, technical, and artistic collaboration.

Ultimately, our goal is to contribute to a sustainable arts sector in Cambodia. More on our work and current shows on bambustage.com



About Experience Cambodian Living Arts

Experience Cambodian Living Arts (ECLA) is a branch of the NGO *Cambodian Living Arts (CLA)*. ECLA creates sustainable and fairly paid jobs for artists and technicians, and give audiences an opportunity to experience quality, authentic Cambodian performing arts. They also contribute to financially support CLA's other programs.

We believe arts are at the heart of a vital society. We envision the arts and cultural expression as essential to a thriving future for Cambodia.
CLA's mission is to be a catalyst in a vibrant arts sector, inspiring new generations.

Our ongoing aims are to:

- Lead major artistic initiatives that support the development of the Cambodian artssector
- Facilitate international and regional exchange and promotion
- Support the continuity of Cambodia's artistic heritage

More on our work and current productions on experience.cambodianlivingarts.org