

# United Arab Emirates Jobs Expertini®

## Client Relations Executives – Dubai Spearhead Gulf LLC

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Company: Spearhead Training (Spearhead Gulf LLC)

Location: dubai

Category: other-general

We are seeking a top-quality, preferably bilingual English / Arabic Client Relations Executive, for our Dubai Head Office. Candidates must reside in Dubai to be considered for this position. Candidates who are not bilingual will be considered for this position if they have the other required skills listed below.

You must be a high calibre professional, keen to work as part of our team of business development specialists.

The key competencies we seek are: Previous Telesales And Client Relations / Relationship Building Skills Experience

Fluent In Spoken And Written English / Arabic, And Has The Aptitude To Communicate In A Dynamic And Positive Way Both Internally And Externally

A Positive Work Ethic, Dependability, And A Totally 'Customer Focused' Outlook

Excellent Skills To Competently Work With MS Office

Strong Attention To Detail, And The Ability To Multitask And Manage Time Effectively

Need To Be Able To Work Well Under Pressure, Be Target-Driven, And A Self-Motivated Team Player, With First-Rate Planning And Organizing Skills

The working week is five days – Monday to Friday. However, candidates will be expected to work hard to meet targets and deadlines. If this means putting in extra hours at times, then you should be prepared to do this.

How to Apply:

VERY IMPORTANT: Please note your applications must be submitted with: A professional covering letter, addressed to 'Spearhead HR Department' explaining clearly why you are the best candidate for this position

The Spearhead Candidate Questionnaire (below), must also be fully completed  
A proven sales track record showing that you are fully capable of reaching your  
targets Applications submitted without a proper covering letter, or without answering all the  
questions on the Spearhead Candidate Questionnaire, will be disregarded.

We trust you will understand that, due to time constraints, only candidates who match certain  
criteria will be contacted.#J-18808-Ljbfrr

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