



# CHONG CHOW TEE (ZEN)

## Inside Sales Representative (B2B)

Dedicated and enthusiastic sales professional, with over 10 years of experience in sales environment with a proven track record for exceeding quotas and managing large sales pipeline within IT, oil & gas, and marine industry.

### CONTACT

**PHONE:** +65 8114 7819

**EMAIL:** chowtee@hotmail.my

**HOME:** Tah Ching Road, Singapore 611338

**NATIONALITY:** Malaysian  
(Singapore PR)

### SKILLS

- Problem-Solving
- Critical Thinking
- Active listening
- Negotiation
- Flexibility
- Communication
- Teamwork
- Relationship management
- **OFFICE TOOLS:**  
Microsoft Word, Excel,  
PowerPoint, Salesforce,  
CRM, SAP

### LANGUAGES

- Mandarin
- English
- Malay
- Cantonese

### WORK EXPERIENCE

#### Renewal Sales Reps / Concentrix Srev Singapore Pte Ltd 2022-Present

- Work within a dedicated territory-GCR for assigned client's pipeline (Vmware) to achieve quota by selling renewal service and offer upsell opportunity.
- Provide accurate and timely updates on pipeline and forecast.
- Manage high volume of customer contacts and inquiries through phone and email each day.
- Establish and maintain effective relationships with channel partners.
- Accurately records all activities on customer/partner record in Salesforce.

#### Sales Executive / Lintec & Linnhoff Concrete Pte Ltd 2020-2022

- Sales pipeline management
- Over-seeing project budgets and manage inventory and assets.
- Inbound/Outbound order planning and handling (LCL/FCL)
- Increase 30% of spare part sales revenue during the covid pandemic.

#### Sales Engineer / Tri-Star Industries Pte Ltd 2018-2019

- Key Account management
- Consignment inventory tracking & customer demand monitoring
- Regular sites visit to ensure all client's requirement met.
- Awarded 5 Years Fasteners Package from Shell Global worth 5M USD.

#### Senior Sales Coordinator / KTL Offshore Pte Ltd 2012-2018

- Handle customers enquires and quotation.
- Establish new customer contacts and maintain existing accounts.
- Providing customers with product knowledge to convert into sales.

### EDUCATION

Bachelor's Degree of Business Administration 2014 - 2016  
Specializations In Entrepreneurial Management  
**Victoria University**

Advanced Diploma in Business Administration  
**American Chartered Institute of Human Capital Development 2011 - 2013**