



labels packaging flexibles printers design



HOANG HA  
LABEL CO., LTD

CÔNG TY TNHH IN NHÃN BAO BÌ HOÀNG HÀ  
HOANG HA LABEL CO., LTD

MST (Tax Code): 0301435734

A member of the QLM Group

Lô C2/I – đường 2E, KCN Vĩnh Lộc, Xã Vĩnh Lộc,  
Bình Chánh, TP. Hồ Chí Minh, Việt Nam

Lot C2/I – 2E Street, Vinh Loc Industrial Park,  
Binh Chanh District, Ho Chi Minh City, Vietnam



028 3815 6217  
vietnam@qlmgroup.com  
hhlc.com.vn

## JOB DESCRIPTION

**Position: Estimator**

**Department: Sales International**

**Location: Phú Nhuận Office**

### Purpose of Job

- Review and complete quotes for the QLM Malaysia sales team, advising the most
- Cost effective and production efficient platform for each quote.
- To accurately use QLM's MIS system as a principle source of information

### Key Responsibilities

- Accessing quote requests via QLM MIS estimating dashboard and completing requests in a timely and accurate manner
- Selecting the most cost efficient and effective manufacturing platform for each quote across QLM's manufacturing platforms
- Provide advice to the Sales & Customer Service teams in relation to stocks and printing options available
- Source quotes from third party suppliers in offset, screen print and any other buy and sell arrangements. Accurately enter the costs into the QLM MIS and margin according to outsource work rules
- Fix any problems with job bags that have been processed through to production
- Demonstrate QLM CARES values in performing the role assigned

### Skills and Experience:

To fulfil the requirements of the position the person appointed will need to meet the following criteria:

- Bachelor's degree in Finance, Printing, or related field.
- At least 2 years of experience in this role.
- Good Numerical and Analytical Skills.
- Strong communication and interpersonal skills.
- Advance in English.



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### Benefits:

- 13- month salary bonus, Annual salary appraisal
- Accident Insurance
- Annual company trip