

## Opportunity for a Business Development Assistant

**We are Energy.** It is energy that propels people and the planet forward. Which is why we go to great lengths to bring only the cleanest, most cost-effective energy ... to even the most challenging of situations.

We cover the full range of activities from design & engineering to financing and investment enabling hybrid powered off-grid micro-grids, or replacing conventional diesel with RE sources powering island grids or building rooftop solar PV or wind systems on commercial and industrial buildings. We are using a versatile range of renewable energy technologies, advanced storage systems and smart financing to create world class solutions for clean, reliable and affordable electricity for our consumers, communities and host countries.

We are a thought partner for key decision-makers in policy development and technology choice, and assist with local capacity building to facilitate accelerated transition to resilient, productive, and sustainable life-styles. Also refer to our website: [www.wenergyglobal.com](http://www.wenergyglobal.com) (please also visit our social media pages on LinkedIn, Facebook, Instagram and Twitter).

Our continuous international research and knowledge-sharing activities along with the synchronised integration of new technologies and financial models ensure we always stay ahead and provide what is best: reliable and resilient outcomes.

The Company's headquarter is in Singapore and has teams of specialized staff in Singapore, Philippines and Jakarta. Our corporate culture is shaped by brilliant minds from 10 different countries and embraces international principles of good governance. WEnergy Global is a shareholding partner of CleanGrid Partners Pte Ltd, a joint venture company with the Tokyo Electric Power Corporation PowerGrid Inc. (TEPCO-PG); for more information, please refer to <http://cleangridpartners.com>. WEnergy Global Pte Ltd is a member of the Singapore Business Federation (SBF) and a signatory of the Paris Agreement on Climate Change through the Pledge for Climate Actions. The company is winner of the Winsemius Awards 2016 and 2022 of the DutchChamber Singapore, Singapore APEX Award 2016 of the Singapore Business Federation and the Erasmus Energy Business Award 2014 of the Rotterdam Business School, The Netherlands.

We have an opportunity for a talented **Business Development Assistant** to join our company and become a member of Department of Business Development & Marketing in Singapore.

### **Responsibilities**

The successful candidate will be responsible for:

- To support the Deputy Head of Business Development in marketing and sales of rooftop solar PV systems to industrial and commercial customers.
- To assist in the identification of industrial and commercial buildings suitable for solar installation, creating and maintaining a customer database in CRM, verifying customer data through field surveys, and contacting customers for sales visits.
- Develop and present marketing materials and collaterals to customers in Singapore and South East Asia.

### **Competences & Capabilities**

The candidate would possess the following capabilities and qualifications:

- Minimum of Diploma in Business or Engineering, or ITE graduates with Higher NITEC in Engineering and Business
- Fresh graduates with an interest in renewable energy and sustainability are welcomed
- Good command of English (written and oral).
- Good communication and interpersonal skills for presentation to customers and reporting to management.
- Have an analytical mind to analyze and filter out irrelevant data.
- Ability to work independently with a strong sense of responsibility, initiative and pro-activism and passion for the mission of the company;
- Ability to confidently and comfortably present rooftop solar PV and other clean electrification solutions to key customers and/or stakeholders or partners and respond in a timely manner to their concerns and

answer questions in a knowledgeable and well-articulated manner in close collaboration with specialist and senior team members of the company.

- Proficient in Microsoft Office applications – Word, Excel and Powerpoint, and Google Maps/Earth for surveying.
- Possess a Class 3 driving license is a plus.

#### **Location**

The position is located at the WEnergy Global Headquarters in Singapore (depending on the selected candidate's preference, it is also possible to be stationed in the Philippines or Indonesia). Travelling within ASEAN countries, including remote sites, will be required from time to time. We promote covid19 vaccinations and prefer candidates who are fully vaccinated as per regulations of the Government of Singapore.

#### **Remuneration**

WEnergy Global offers internationally competitive compensation packages to its employees, including selective access to its Employees Shareholding Option Schemes.

#### **Application and Contact**

Please send us your **application letter and comprehensive resume** to [hr@wenergyglobal.com](mailto:hr@wenergyglobal.com) with mention of "**Business Development Assistant**" in the subject of the email or letter. Application without a cover letter will not be considered by the company. Your cover letter shall clearly describe your motivation and compliance with the above roles and qualifications. Or via courier to following address: WEnergy Global Pte Ltd, ALICE @ Mediapolis, 29 Media Circle #04-18, Singapore 138565.

**Closing Date and procedure:** The final selected candidate is expected to commence employment within 2 months from signing the employment agreement, pending document verification and (if required) an approval of an employment pass of the Government of Singapore.

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WEnergy Global Group has a diverse environment and is proud to be an equal opportunity employer. All qualified and experienced applicants will receive consideration for employment without regard to race/ethnicity, religion, gender, sexual orientation, national origin, disability, marital status or age.