



**Singapore**

**WE'RE HIRING! We are looking for a Client Service Director to be based in Singapore.**

### **Mission**

Transform our service business into tomorrow's digital delivery models.

### **Job Description**

- Be the point-of-contact for all operational delivery of global mobility services for assigned transferees including being the main point of contact for client company stakeholders.
- Business Development including client relationship building, cross and up-selling services and building a network of partners and suppliers that are the best in class.
- Coordination with partners and suppliers to ensure timely delivery and development of global mobility services to clients and transferees.
- Ensure proactive and timely follow-ups of ongoing or closed cases with clients and transferees.
- Assign correct invoicing, compliance with agreed processes, systems and response KPIs to client companies and transferees in line with agreed guidelines,
- Responsible for creation and introduction of local service delivery teams in line with business growth.
- Act as an internal and external ambassador for the company
- Ad-hoc business administration

### **Requirements**

- 3 to 5 years professional experience in leading or managing operational service delivery in customer centric, multi-cultural and diversified organizations.
- Fluent in written and spoken English, additional language skills are advantageous.
- Relevant university degree.
- Ability to thrive in a fast-paced, dynamic and changing environment.
- Experience in relocation services, or destination services, or travel industry, or hospitality is a plus.
- Self-starter with capability to maintain tight deadlines, result oriented and with strong social and communication skills.

Applications, shall include CV, name of references, recent photo and current package. Talentum EQ is undertaking the consultancy work of the above position. Please email your application in English to: [liann@talentumeq.com](mailto:liann@talentumeq.com) or [elif@talentumeq.com](mailto:elif@talentumeq.com)