

# Contract commercial fulfillment manager



Huawei Technologies Bishkek  
CO.,LTD

Published: 25.07.2022 17:46:00  
Deadline: 31.08.2022 23:59:59 remained 24 days  
Salary: According to the interview results  
Location: Bishkek  
Type of involvement: full time  
Schedule: from 09:00 till 18:00

Address  
Абдырахманова 170/1  
Contact person  
Seyil Batyrbekova

## Information

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### Common information

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***At Huawei Technologies Bishkek, we look for people who share our vision: to enrich live with communication. We are a leading supplier of next generation telecom networks. Our people are committed to providing innovative products, services and solutions, and understand it as their mission to create long-term value and growth potential for our clients.***

### Qualification requirements

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- Bachelor in finance and economics
- Work experience in sales management, finance, or risk control background is preferred
- Language: Fluent in English, both writing & speaking, Chinese languages are preferred.
- Excellent team work with good communications skills.
- Solid knowledge in International Trade and risk management
- Good knowledge in primary documents and operational process construction
- General understanding of LTC process
- Expertise in Project delivery and contract negotiation
- Easy learning and self-improvement initiative
- Well organized, and sensitive to details
- Self-motivated, proactive towards work. Self-motivated, proactive towards work
- Willing to work under pressure

### Duties

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- Attend Bidding, analyze qualification documents requirements and prepare required qualification documents, go through the whole tender book, raise commercial & legal related issues for customer's clarification
- Attend Overall Proposal Review Meeting organized by BR (commercial responsible shall focus on explaining Commercial & Legal related proposal, and propose other functional related modifications to other functional responsible, modify Commercial & Legal related proposal according to the proposals made by other functional responsible
- Conduct Commercial & Legal functional review and find out whether the protective clauses have been put into the bidding documents to meet Transaction Quality Improvement Targets.
- Participate in contract negotiations, and propose optimization solutions for some commercial clauses.
- Commercial & Legal Functional Review, organize the contract review and decision process, Finalize the contract by following contract decision conclusion, check compliance after contract signing and support the contract registration process.
- Participate in Contract Handshake Meeting, explain and handover to delivery team the key terms and conditions of the

contract and any risks.

- Participate in the designing of Purchase Order receiving & manage solution, align customer's payment process, manage the billing process.
- Identify the deviation of SOW, identify the change request/opportunity, and participate in the creation of change strategy & solution and clarification & negotiation of change.
- Supervise the execution & closure of decision which shall be closed in fulfilling phase
- Perform as a supervisor in accordance with the monitor risk process, mainly identify the penalty risk, change risk & billing risk
- Identify & resolve the remaining issues of contract closure, Improve the contract fulfillment & project delivery process

#### **Ability to be achieved after 6 months of employment:**

- Have a general understanding of the telecom industry and know general product knowledge
- Commerce: Know basic international trade knowledge, including quotation, trade term, order, payment method, customs clearance, transportation, insurance, settlement, and foreign exchange.
- Finance: Know financing, credit, foreign exchange, collection, letter of guarantee, tax, insurance, and inflation. Know the basic finance knowledge such as international finance, accounting, financing, tax, and credit. Know the basic knowledge of project estimation.
- Have knowledge about the risk identification and risk mitigation mechanism of the company.
- Understand and be familiar with processes and knowledge of PO /registration /change /closure /billing, and practical skills.
- Know the delivery and acceptance processes and characteristics of Huawei's
- Understand the key clauses in Mature Business Scenarios and apply them to daily work.
- Be responsible for the operation of mature contract fulfillment business, identify and resolve business issues during the operation to ensure contractual delivery.
- Quickly locate and resolve daily business issues to improve transaction processing quality and efficiency.
- Know the situation of accounts transaction solution in domains like PO/billing, deployment plan and measurement solution to complete accounts transaction flow measurement and keep the measurement result the same as that of the field offices.
- Be familiar with the LTC, PMP processes, KCPs, and key actions and be able to carry out business in accordance with the process regulations.

#### **Conditions**

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- Competitive "white" wage
- Opportunities for trainings
- Opportunities for professional and career growth
- Work in the international team of professionals
- Salary will be discussed during interview process;

**All interested candidates send your CV and indicate the name of the position “CCFM” (Contract commercial fulfillment manager) in the subject line of the application e-mail and send to e-mail address [seyil.b@huawei.com](mailto:seyil.b@huawei.com). Only candidates who noted vacancy name in the subject line will be considered.**

#### **About company**

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Huawei was founded in 1987. At the time of its establishment, Huawei focused on manufacturing phone switches, but has since expanded its business to include: building telecommunications networks; providing operational and consulting services and equipment to enterprises inside and outside of China; and manufacturing communications devices for the consumer market.

Huawei has over 170,000 employees as of September 2015, around 76,000 of whom are engaged in research and development (R&D). It has 21 R&D institutes in countries including China, the United States, Canada, the United Kingdom, Pakistan, Finland, France, Belgium, Germany, Colombia, Sweden, Ireland, India, Russia, Israel, and Turkey.