

BUILDING NETWORKS BEING CHALLENGED



POSITION: DISTRIBUTOR STANDARDS COORDINATOR
DEPARTMENT: SALES
LOCATION: VIENTIANE HEAD OFFICE

ROLE OVERVIEW

The Distributor Standards Supervisor plays a key role in driving operational excellence and route-to-market performance across Lao Brewery Company's distribution network. Reporting to the Distributor Standards & Business Development Manager, this position oversees contract management systems, evaluates distributor performance through field audits, and delivers insights to guide strategic decisions regarding distributor onboarding, expansion, or termination.

WHAT YOU'LL BE DOING

- **Guidelines & Process Optimization:** Continuously evaluate and update LBC's distributor standard operating procedures to align with changing market dynamics and commercial goals. Ensure operational guidelines are clearly communicated to external partners.
- **FIT Check Program Execution & Compliance:** Lead on-site audit implementations at distributor warehouses across regions. Inspect storage facilities, inventory practices, safety protocols, and operational workflows. Draft formal non-compliance warning letters, track corrective action plans, and prepare comprehensive audit status reports for upper management.
- **DCMS Management & System Enhancement:** Oversee the Distributor Contract Management System (DCMS) to maintain absolute accuracy of partner records, agreements, legal documents, and performance metrics. Identify system pain points and collaborate on software upgrades or feature enhancements.
- **Data-Driven Strategic Insights:** Analyze field audit results, contract statuses, and operational data to generate actionable insights. Prepare data-backed recommendations to guide leadership decisions regarding distributor onboarding, promotion, demotion, territorial expansion, or contract termination.
- **Team Leadership & Capacity Building:** Supervise and mentor a direct report team in Laos dedicated to FIT check reporting and DCMS maintenance. Delegate responsibilities, monitor workflow efficiency, and foster continuous skill development within the team.
- **Stakeholder Coordination:** Serve as a primary operational liaison between internal sales and route-to-market teams and external distributor management, balancing relationship management with policy enforcement.

WHAT WE'RE LOOKING FOR

- Bachelor's degree in Business Administration, E-Commerce, Information Technology, Finance or related field.
- Minimum 2 years of professional experience in system administration, database management, or distribution audit operations. Prior experience in software/database development or enterprise system implementations is strongly preferred.
- Strong command of Microsoft Office applications (advanced Excel for data analysis, PowerPoint for executive presentations, Word) and database management platforms.
- Fluent in English both written and spoken with strong business writing capabilities. Exceptional interpersonal, presentation, and conflict-resolution skills.
- High energy, self-motivated, and capable of managing tight deadlines in a fast-paced environment.
- Willingness to travel periodically across Laos and nearby regions for on-site audits and distributor visits.

OUR GROWTH CULTURE

Semper Ardens

- Always burning, striving for more
- Sets clear and stretch objectives and rigorously tracks delivery
- Seizes opportunities, embraces and drives change

Positive energy and compassion

- Proactively aligns self and team towards agreed priorities
- Actively promotes 'one-team' spirit and collaboration across functions

Consumer Passion

- Anticipates and acts on the needs of consumer/customer/society
- Always have the consumers interest at the heart of all decisions.

Decide fast and deliver with excellence

- Takes and executes decisions with quality and speed
- Plans effectively, sets priorities and puts ideas into practice
- Takes into account details and big picture when solving problems

Empower, support and Grow our people

- Involves and inspires others and gives people responsibility
- Listens actively and wins others over to win-win solutions
- Detects and encourages talent and coaches towards company targets

HOW TO APPLY

Submit your updated CV and cover letter (in English) to recruitment@beerlao.la before the application deadline on **01 September 2026**.

For more detail, please contact our recruitment team: Mobile 020 56556272

CARLSBERG GROUP: BREWING FOR A BETTER TODAY AND TOMORROW

For us success has always been in the diverse mix of our people, our beers and our brands. At Carlsberg, we want to recruit and develop people with a global mindset, cultural understanding, and international experience to ensure that our organization stays agile, inclusive, and prepared for future growth.

Only by acknowledging and harvesting from different perspectives and experiences, will we gain competitive advantage and leverage the effect of diversity for business growth. Carlsberg aims to create equal access to opportunity regardless of social identity, and we encourage everyone to apply regardless of gender, nationality, race, religion or any other characteristics protected by law.