



# BUILDING NETWORKS BEING CHALLENGED

**POSITION: BUSINESS INSIGHTS & CLAIMS EXECUTIVE**

**DEPARTMENT: SALES**

**LOCATION: HEAD OFFICE, VIENTIANE CAPITAL**

## ROLE OVERVIEW

This role enhances commercial performance by applying data-driven principles to sales and marketing decisions. As a key link between strategy and execution, the role provides critical insights for effective performance tracking. Overseeing the full claims and incentives process, it protects financial integrity, improves trade-spend efficiency, and ensures precise reporting of promotional activities.

## WHAT YOU'LL BE DOING

- Update Brand & Channel Activities Plan and track actual performance upon project completion.
- Lead Brand & Channel Activities Meetings, including support for demand forecasting.
- Provide business case analysis to the Brand & Channel Team (as assigned by the Line Manager).
- Review and prepare promotion claims for all promotional activities.
- Review and prepare monthly trade-offer claims for all distributors (Voucher).
- Calculate and process trade-offer claims for Key Accounts and Premium Outlets.
- Verify and process D-day incentive claims.
- Perform other ad-hoc tasks as required.

## WHAT WE'RE LOOKING FOR

- Bachelor's degree in any discipline
- Min 2 years cross-functional experience (Finance, Sale and IT)
- Fluent in English & Lao (writing and speaking)
- Ability to deal with multiple complexities
- Proactive, independent and high on initiative
- Attention to detail and methodical
- Ability to work effectively in a team environment
- Proficient in Microsoft Office and Power BI (especially advance skills in Excel is required)



# 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](mailto:recruitment@beerlao.la) before the application deadline on **27<sup>th</sup> April 2026** Tel: 020 56556272. For more detail, please contact our recruitment team: Mobile 020 56556272 (call only) working day (Mon - Fri 8:00 - 5:00)

## 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 Lao Brewery, 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, we will gain competitive advantage and leverage the effect of diversity for business growth. LBC 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.

