

China Eastern Airlines Geneva Office

Recruitment Announcement

I. Company Profile

China Eastern Airlines is one of China's three major state-owned air transport groups, with a global route network serving over 100 million passengers annually. As a member of SkyTeam, we are committed to providing safe, comfortable, and efficient air travel services to passengers worldwide.

We officially launched the Shanghai-Geneva direct flight route on June 16, 2025, currently operating four flights per week. China Eastern Airlines Geneva Office, to ensure the efficient operation of our strategic routes, we are now openly recruiting local employees in the Geneva, Switzerland. We welcome talents familiar with the local environment, language, and business practices to join us!

II.Positions and Requirements

2.1 Sales Representative (2 persons)

2.1.1 Requirements

1. Nationality Requirements

Swiss citizens, EU citizens, or other nationalities holding a Swiss or EU long-term/permanent residence permit.

2. Language Requirements

- (1)Proficiency in Chinese preferred
- (2)English is mandatory
- (3)Local language (French/German, etc.)

3. Education Requirements

Bachelor's degree or above

4. Experience Requirements

1 year or above relevant work experience
May be relaxed for outstanding candidates

2.1.2 Job Responsibilities

1. Responsible for assisting the Sales Manager in maintaining, supervising, and expanding distribution channels, including daily communication and coordination with relevant business partners, monitoring sales data and analyzing anomalies, disseminating policy updates and product announcements, reviewing new agent applications, handling agent violations, and collecting market intelligence from distribution channels.

2. Responsible for assisting the Sales Manager in maintaining and expanding corporate client accounts, including signing and developing corporate clients, daily account maintenance, collecting, reporting, and resolving client issues, analyzing and reporting on corporate client sales performance, and gathering relevant market information.

3. Provide sales and service support, including customer initiatives, handling special ticket requests, and addressing daily sales-related inquiries.

4. Responsible for assisting the Sales Manager in route market development, including monitoring sales progress and providing analytical recommendations, analyzing and submitting product proposals, and collecting and analyzing comprehensive market intelligence.

5. Responsible for assisting the Sales Manager in organizing local sales activities, including supporting group sales and service, submitting fare proposals and rules, monitoring booking and ticketing progress, promoting products, and collecting market feedback.

6. Responsible for assisting the Sales Manager in brand promotion and product marketing, including promoting routes, products, and policies through relevant channels.

7. Perform other tasks assigned by higher authorities.

III.How to Apply

Interested candidates please send your CV and cover letter to the China Eastern Airlines Geneva Office public email:

p_gvaoffice@ceair.com

Please indicate "Application for [Position Name] + Name + Expected Start Date" in the email subject line.

Shortlisted candidates will be contacted for interviews.

China Eastern Airlines Geneva Office

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