



SALES ASSOCIATE

BalTstamp provides time-stamping services to ensure the validity of qualified electronic signatures throughout the whole lifetime of electronic documents. Currently we are expanding our team and looking for a Sales Associate.

As a Sales Associate, you would be handling communication with existing clients, onboarding the new ones and of course - working closely with your manager in order to grow as a professional.

The ideal candidate will be able to build strong relationships with strategic customers, to identify needs and requirements of the clients, to promote our company's solutions and achieve mutual satisfaction.

What you will do:

- Communicate with existing clients and be their helping hand in solving issues;
- Prepare documents for participation in public procurement;
- Onboard new clients and provide best-in-class experience of our services;
- Serve as the link of communication between key customers and internal team;
- Resolve any issues and problems faced by customers and deal with complaints to maintain trust;
- Play an integral part in generating new sales that will turn into long-lasting relationships;
- Prepare regular reports of progress and forecasts.

What we wish you would have:

- 1+ years' experience in sales
- Excellent organizational skills
- Ability in problem-solving and negotiation
- The right attitude towards your job and motivation to grow
- Excellent communication skills and ability to do that effectively
- Knowledge of MS Office tools
- Fluent in Lithuanian (in written and oral)
- Great level of English (in written and oral)
- Advantage - passion for IT

What we offer:

- A professional and supportive manager who is keen on sharing her knowledge
- Opportunity to grow professionally
- Remuneration which reflects your skill-set
- Work from home
- Flexible working hours
- Work in company which belongs to ERA Capital group;
- Salary 900-1300 EUR neto

If you are interested in this offer, please send your resume to ruta@eracapital.lt .