

# VON RUNDSTEDT



For almost three decades, we have been developing talents. That is why we are convinced that employees are the most important asset in our company, too. We are looking for individuals who share our passion for people and who are happy to take on responsibility for our customers and the team.

Working at von Rundstedt means undertaking exciting and challenging tasks in a dynamic work environment. With us, our corporate values stand tall - our managers and employees make them tangible and real through their daily actions. Since inception in the Swiss market - 5 years ago - our business has grown steadily - and with it the number of organisations and individuals who work with us. In order to further grow and strengthen our business network for our clients we are seeking a:

## Sales Operations & Data Manager, Zurich

### RESPONSIBILITIES

- Customer reportings
- Project management for outplacement projects in German-speaking part of Switzerland
- Data quality management and optimisation on CAS
- Act as coordinator between the sales and delivery teams:
  - to know the weekly availabilities of each coach to facilitate the implementation of shopper/1st meetings
  - to support on the implementation of specific projects or specific workshops
  - to onboard new delivery team members
- Responsible for the PO follow-up for defined accounts as well as for the credit management
- Responsible for the competitive and market intelligence: being able to deliver regular market insights to the sales team
- Support the sales strategy in order to develop sales with existing customers and increase the number of new customers
- Partner with marketing colleagues to help creating tools such as effective factsheets, offers and sales presentations, so that sales team can easily access and employ content at the right time
- Partner with marketing colleagues to implement customer events



### YOUR BENEFITS

- ✓ Successful and agile employer
- ✓ Strong values
- ✓ Team approach
- ✓ High autonomy
- ✓ Continuous training and development
- ✓ Flexible working hours

Are you interested ?

We look forward to your application that gives us a clear reason for why we should hire YOU!

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# VON RUNDSTEDT

## YOUR PROFILE

- Bachelor or master degree
- High motivation to work in an agile environment
- Passion for data management
- Fluent in English and German
- Structured and systematic way of working
- High persistency
- Strong skills in Microsoft Word, Excel and Powerpoint
- Easy handling of IT systems and tools
- Strong service mentality

## OUR VALUES

### → Ethics

We are transparent, we walk the talk, we keep our promises, we are fully reliable, we value fairness and respect.

### → Success

We want each client to be successful, each goal to be achieved, each project to be effective and each client to be an active reference – therefore we are going many extra miles.

### → Innovation

We do things differently, we challenge standards, we disrupt markets, we continuously develop new approaches, we invest in market research.

### → Pragmatism

We are market driven, we focus on the individual client targets, we customise everything for clients and customers, we find the most effective way for each client, we are agile.

### → Care

We care for our clients and customers, we go many extra miles, we deliver more than expected, we work client-centric, client happiness and satisfaction is our purpose.



## VON RUNDSTEDT SWITZERLAND

- ✓ 80 employees
- ✓ 9 Swiss offices
- ✓ 250+ corporate customers
- ✓ 1'500 clients annually
- ✓ 93% client recommendation
- ✓ Founding member of Career Star Group

## VON RUNDSTEDT SERVICES

- ✓ Outplacement
- ✓ Workforce Transformation
- ✓ Executive Career Transition

## CONTACT

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