



Job Description

Sales Support specialist

Developing mobile and digital payment further and fostering financial inclusion are deeply rooted in our corporate believes. Improving the payment process with our unique solution "horizon" and bringing our mobile payment system to every part of the world is what drives us.

We are looking for a Sales Support specialist, who is excited to be part of a growing fintech venture located in the heart of Europe/Vienna.

You will work closely with our Senior Leadership, Sales Representatives and internal product team, and supporting in driving new and existing sales leads and prospects to closure.

How you will contribute to our success:

- Customer and lead follow-ups and -care
- Develop, monitor and report performance indicators
- Provide data and collect information for the sales team
- Maintenance of the sales- and lead database and tracking tools
- Provide assistance for customer orders, account statuses and related subjects
- Develop & maintain sales- and marketing material (closely cooperating with marketing)

You should have the following skills/knowledge to be successful in this role:

- Work experience as a Sales Support specialist is an asset
- Proficiency with MS Office Suite, particularly MS Excel
- Understanding of sales principles and customer service practices
- Results driven
- Customer orientation
- Excellent communication skills
- Teamwork and motivational skills
- Positive, hands-on mentality and stress resistance
- Business knowledge of the payment industry is an advantage
- Very good proficiency in English language, good German

What you can expect working with us:

- Flat hierarchies and short decision-making paths
- Positive work atmosphere in a young and ambitious team
- Great room for further and personal development
- Modern office environment at a great location in Vienna with good public transport connectivity
- Home office possibility
- Working in an exciting industry with great potential