

## Junior Sales Operation

**Location :** Singapore

**Experience Required :** 1+ year in relevant field

CrescoData is an exciting market leader in the Commerce space. Headquartered in Singapore, it delivers Commerce-in-the-Cloud services to enterprise customers across the globe.

This is a unique opportunity to work in an agile market-leading company in a fast growing sector and work with large global customers. At Cresco we work hard as an energetic tight-knit team, we are hustlers who pull together and have FUN! Come and join us on our journey.

CrescoData is embarking on the next stage of its journey as it has recently been acquired by the global shipping and mailing company Pitney Bowes. This strategic investment enhances the Company's product offerings for mid-high volume Ecommerce shippers. It also accelerates Pitney Bowes Enterprise Shipping and Locker go-to-market strategy for the Retail and Pharmacy verticals.

This is an exciting opportunity to play an integral role in the integration project and a key part of this strategy is to seamlessly integrate the CrescoData business into the Pitney Bowes family. Come and join us on our exciting journey.

### Culture

Culture is something that is really important to us at CrescoData. You'll be joining a friendly, inclusive team that values people, growth, development and fun! We regularly run weekly company initiatives like fitness bootcamps, team building days, monthly awards for going above and beyond and team events to reward hard work and a great attitude. Expect to join a unique market leading Singapore company with a global culture and mindset.

### The role

The Senior Developer is a critical part of CrescoData's tech delivery team. They are responsible for enhancing and supporting the Cresco Data platform. As part of the tech team, you will work on a range of components of the platform using the latest cloud technologies and will work closely with the Customer Success team to understand customer requirements.

The Senior Developer will also be in charge of developing new features and keeping the platform up to date.

### Responsibilities

As our junior sales operations, you will be joining a unique market leading Singapore company with a global culture and mindset. The responsibilities include building pitches and documents for the sales team, conducting research and analysing data and overseeing various administrative tasks required to ensure our organisation reaches our sales goals.

Ultimately, you will work with a team of Salespeople to support the overall sales process throughout the year. Working with a wide range of businesses in the APAC region to promote the Cresco Data Platform and sell CrescoData services.

- Work with the MD and external agencies to help deliver the Content Marketing Plan
- Produce the monthly newsletter/support with blogs / LinkedIn content
- Assist with any other marketing brand activities
- Updating the crescoData website with FAQs, new connections, etc.
- Monitor the Google AdWords account
- Create, own and present pipeline reporting
- Maintain and ensure the CRM is up to date
- Support the sales team: research, create prospect lists, cold calling, database campaigns
- Assist with proposals and presentations.
- Assist in Account Management activities.
- Organise and develop sales collateral for the sales team.

## **Skills and Qualifications**

### **We'd like you to have the following skills:**

- Excel / Powerpoint / MS Teams
- Strong attention to detail
- Analytical skills
- Experience updating intranet/websites
- Strong understanding of the sales process to support the sales team
- Analytical skills to interpret sales data to make suggestions on how to improve the sales process
- Experience working with different teams and departments to streamline onboarding and reporting
- Relevant training and/or certifications in Sales Operations preferred

### **The following tools are required:**

- Social Media Tools
- Web & Analytics Tools (beneficial)
- WordPress (beneficial)
- Mail Chimp (beneficial)
- Design tools (beneficial)
- CRM experience (beneficial)

### **The successful candidate will have these personal skills:**

- Confident, highly organized, flexible and a self-starter
- Good team player, positive attitude, motivated and eager to learn
- Fluency in English, excellent verbal and written communication skills
- Experience with content creation a plus
- Good organizational skills, detail oriented, creative problem-solving skills
- An interest in Tech & Digital is preferable
- Must be eligible to work in Singapore
- Prior experience in sales, e-commerce platforms, creative agencies will be a bon

Please send your CV, a covering letter outlining your experience and why you are the best person for this role; to [jobs-cresco@pb.com](mailto:jobs-cresco@pb.com).

