

OOO Rufil Consulting
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(If you have any questions, please directly consult
your designated contact person)

**Subject: Sales Manager, German, English, Russian for
international business consulting, b2b, in Moscow, Russia**

WHO WE ARE: Rufil Russia Consulting is an international One-Stop-Service Agency in Moscow! Our core competencies are legal, services, tax consulting, business consulting and accounting outsourcing everywhere in Russia. Lawyers, tax advisors, chief accountants, auditors and business consultants from Russia and Germany work in our Moscow office. Our working languages are English, Russian and German.

OUR VISION: “We support international business in Russia and create better quality of life for our customers, employees and investors.

OUR TEAM: With our Moscow team consisting of tax experts, international business consultants and management consultants with international specialization, as well as highly qualified jurists, local accountants, auditors and experts in International Finance Reporting (IFRS, US GAAP, Swiss GAAP, HGB, Russian Accounting Standards, RAS) we solve all questions of our clients regarding their business in Moscow.

To support our office in Moscow/ Berlin, we are currently looking for a Sales Manager.

TASKS AND RESPONSIBILITIES

- ✓ You use the proven and innovative methods of lead generation in order to find new leads, you qualify and convert these leads to new customers.
- ✓ You work with incoming leads from our marketing, communication and sales channels. You qualify incoming leads and convert them to new customers.
- ✓ You activate inactive customers from our customers database.

- ✓ You prepare price offers. This means you calculate the prices, get feedback and double check with your direct supervisor and legal and financial service departments.
- ✓ You prepare service contracts with the customers. You teamwork here with the legal and financial service department.
- ✓ You organize sales meetings online and offline.
- ✓ You document your work in Salesforce, AmoCRM and other CRM, ERP, and working software.
- ✓ You take part in every day sales meetings with your supervisor and other sales managers. You report every day about your working progress and get feedback and training.
- ✓ You actively take part in trainings: corporate culture, knowing our company, our services, sales methods and tactics.
- ✓ You actively take part in actions to improve the sales department work.
- ✓ You actively take part in setting up a sales library with scripts, presentations, Q&A sections, handling objections data base, and other tools which help you to sell better.

Goals/ Tasks/ Actions for the first months:

- ✓ Selling

YOUR PROFILE

- ✓ Minimum three years experience in sales.
- ✓ Working background in international business, tax, legal, business or strategy consulting.
- ✓ University degree in business administration, economics, law, or other comparable studies.
- ✓ Extended working experience with salesforce, AmoCRM or another CRM software.
- ✓ Good knowledge of the MS Office package.
- ✓ English and German fluently Russian.
- ✓ Russian or other nationality.
- ✓ Positive attitude to Russian business, people and culture.
- ✓ Interesting personality. Active and initiative style of work.
- ✓ Good team worker. Ready to work in interdisciplinary, intercultural, transcontinental teams.
- ✓ Strong will to give your best, to learn and to improve.

WE OFFER:

- ✓ Pleasant working environment.
- ✓ Excellent team

- ✓ Interesting and challenging work.
- ✓ Good salary according to your results.
- ✓ Good opportunities for personal and financial development.
- ✓ Nice office in the very center of Moscow, Russia. A SMART work organization: home office days, possibility to do the job from other places than Moscow. The job can be done online from Germany, or other countries as well.
- ✓ Our employees always have cafe, tea and filtered water available. Team successes are often celebrated with a team lunch.

If you fulfill our requirements and are interested in this job offer, we should talk about it. Please send us your application via email to berlin.desk@rufil-consulting.com.

We are looking forward to your application.

With best regards,



Philipp Rowe/ Managing Director