



## Internship – Commercial assistant (FR + EN or DE) | Luxembourg

Welcome to Steel Shed Solutions! We are a worldwide digital platform located in Luxembourg recruiting talents (young or less young). Fast-growing SME, created in 2001, we are specialized in sale of steel shed kit buildings.

In a growing market segment, we are looking for people with commercial behavior, showing pugnacity and boldness. Your goal? Bring forward our commercial offers and sale our products (building, construction materials...) via the Internet.

### #Missions #Objectives

At a strong growth rate, we recruit #talents with whom we will share our values: #teamspirit #ambition #challenge! You will have the following missions:

- 👉 Support to the sales cycle: **NO PROSPECTION!** (requests generated thanks to #InboundMarketing)
- 👉 Prospects Qualification
- 👉 Prepare and send quotations
- 👉 Input of data in the CRM
- 👉 Telephone follow up of a client portfolio
- 👉 Client review
- 👉 Be in charge of a variety of administrative tasks
- 👉 Reporting

Missions are not limited and will evolve according to the potential and efforts of the candidate (so help yourself!)

### #Profile #Skills

- 👉 A first experience in the domain of administration is appreciated
- 👉 Knowledge of English or German (B2 level or +) is a plus. All other languages will be considered a plus.
- 👉 Knowledge of IT tools (Word, Excel, Outlook...)
- 👉 Curious and reactive
- 👉 Organized and rigorous
- 👉 Dynamic and comfortable with speaking on the phone

### #Advantages

- 👉 Starting date : to be agreed.
- 👉 Bonus : Fix according to your profile
- 👉 Work place : Luxembourg/Bertrange
- 👉 Continuous formation and daily support to succeed in your functions
- 👉 Teambuilding and afterwork

### #Interested

In order to candidate in our #Scaleup, send an email with your CV and a letter of motivation + your internship dates to the following address: [talent@group-3s.com](mailto:talent@group-3s.com) (precising the reference Internship in Commercial assistant (FR + EN or DE) and your available dates)