



PEOPLECERT, global leader in assessment and certification of professional skills across 165 countries is seeking exceptional and talented individuals to join our team as:

Business Development Associate

We are looking for high-performing individuals to contribute to our customer acquisition and revenue growth targets. Key members of our International Business Development team which drives PEOPLECERT global sales expansion and new product development, you will be responsible for performing a full range of sales activities, handling the onboarding of new customers, while developing strong relationships with key partners. The role core deliverable is to offer exceptional customer service and ensure customer satisfaction at all levels.

Main responsibilities:

- Support Business Development Managers and the greater sales team on the sales process
- Act as liaison between PEOPLECERT sales and operations
- Facilitate new customers' onboarding to PEOPLECERT systems and services
- Provide details on PEOPLECERT services to sales prospects & new customers
- Responsible for customer satisfaction on day to day basis
- Contribute to various administrative tasks in international sales or business development activities.

Candidate Profile:

- University Degree preferably in Marketing or Business Administration, a Master's degree and relevant international certifications will be appreciated
- Excellent / Native command of English language (**C2 level**)
- Excellent knowledge of any additional language such as Spanish, German, French, Polish, Brazilian, Portuguese, Chinese and/or Japanese **is strongly preferred**
- Working experience in sales area is desired
- Experience in an international environment and ability to deal with different cultures will be considered an asset
- Excellent interpersonal skills and strong communication skills (both over the phone and in writing)
- Excellent IT skills, ECDL Core/Expert certification will be considered an asset.

If you are looking for an international, challenging and motivating environment looking to enhance your career further we would like to hear from you!



About PEOPLECERT

PEOPLECERT is a global leader in assessment and certification of professional skills, partnering with multinational organizations and government bodies for the development & delivery of standardized exams. Delivering exams across 165 countries and in 24 languages over its state-of-the-art assessment technology, PEOPLECERT enables professionals to boost their careers and realize their life ambitions.

Through flexible & secure exam management systems, PEOPLECERT offers a suite of services for simple, flexible and secure exams, including online exam booking, multilingual online proctoring, e-certificates and online certificate verification.

For more information, please visit the corporate website www.peoplecert.org