



SALES AND CRM ADMINISTRATOR. VILNIUS, LITHUANIA

We are a multicultural international company which is well-known in the global aviation industry and beyond. As the top employer in the sector, we are ready to offer a position to a CRM Administrator with a strong drive to thrive in a dynamic, global environment.

As a part of one of the most advanced sales organizations in the B2B segment, you'll play a key role in keeping information up to date in the CRM and communicating with the sales department.

If you're a high-energy professional who thrives on challenges, strategic thinking, and persistence, we invite you to join our team and explore the many career growth opportunities we offer.

Responsibilities:

- CRM Optimization: Maintain, update, and optimize the CRM database, ensuring a streamlined and efficient tracking of leads and opportunities.
- Reporting and Analysis: Generate regular sales and CRM reports, track KPIs, and support the team in analyzing data to identify trends and business opportunities.
- Process Improvement: Identify and implement improvements to the lead generation and sales management processes to enhance productivity and engagement.

Requirements:

- At least 2 years of experience in a similar role (sales support, lead generation or CRM specialist) with different databases.
- Detail-Oriented: Ability to manage multiple tasks with a high degree of accuracy and organization.
- Great communication and time management skills.
- Fluent in English language.

We offer

- Opportunity to work with innovative IT solutions in the aviation industry.
- Health Insurance package in compliance with our company policy.
- Free office gym.
- Children's room where you can leave your kids to play with supervision.
- Free parking.
- Brand new and pet-friendly office with the real aircraft inside!
- Various discounts and offers from our partners.

Salary comment: The salary for this position is 2480 EUR/gross, base on your skills and competencies.

Locatory.com is a family member of Avia Solutions Group, leaders in end-to-end capacity solutions for passenger and cargo airlines worldwide. The Group manages over 100 offices and production facilities globally and is significantly backed by the assets of over 7,000 highly skilled aviation professionals, serving more than 2,000 clients throughout Europe, Asia, North America, Australia, and worldwide. Avia Solutions Group holds more than 500 licenses for its evolutionary range of activities across multiple business sectors. Its vast portfolio of services to clients includes ACMI, charter and cargo aviation, aircraft leasing and trading, MRO services, business aviation and VIP airline procurement, charter and cargo aviation, pilot and crew training, recruitment services, together with multiple complementary services spanning a wide range of associated operations.