



## **SALES SPECIALIST. VILNIUS, LITHUANIA**

We are looking for a new member in our sales team. The sales team is responsible for taking care of client requests and making active sales. If you are interested in communicating with different people all around the world and contributing to their dream of becoming a pilot, we are waiting for your application. You will have an opportunity to grow within a highly motivated team and company - come and join us!

### **We promise a highly challenging field and wide scope of responsibilities, which will initially cover:**

- Answering incoming inquiries (Leads).
- Providing information to the clients by phone, virtual meetings and e-mail.
- Detailed presentation of the company's services to customer.
- In-depth market knowledge and career counselling for clients.
- Active participation in exhibitions, open days, conferences, webinars, seminars in Lithuania and abroad.
- Analysing the needs of potential clients, planning meetings with them, collecting feedback and making further sales.
- Contract preparation according to the company's standard forms, agreeing on contract conditions with the clients.
- Administrative duties related to client journey: contract preparation and agreement on conditions, specific document verification, KYC form initiation, etc.
- Client support prior onboarding: accommodation, visa questions, medical checks, etc.
- Working according to approved company processes.
- Working with company's IT systems to monitor and ensure a smooth sales and client service process.
- Participating in daily meetings based on Lean principles.
- Setting and achieving short-term and long-term goals in accordance with the company's strategic goals.
- Performing other duties and responsibilities assigned by direct manager.

### **We dream about a team member who:**

- Has some experience in sales and dealing with client requests.
- Has previous exposure to cold calling, though the position itself does not require performing cold calls.
- Has experience in customer service and is service -minded.
- Knows what formal but pleasant communication with positive energy is.
- Knows how to manage several complex projects at once.
- Uses the English language at an effectively operational and independent level.
- Is proficient in French (would be an advantage).
- Has excellent skills in a Microsoft Office 365 environment or has basic conceptual computer

literacy.

- Is able to work independently and is self-motivated and willing to take ownership.
- Is attentive to details.
- Has great problem-solving skills.
- Has analytical and conceptual thinking skills.
- Is flexible with good time management skills.
- Wants to learn every day and thinks aviation could be the love of one`s life.

### **What we offer you:**

- A health insurance package after 3 months working for the Company.
- Work from home in compliance with company`s policy.
- Additional holiday days for seniority after 2 years of work for the Company.
- A Wellness Day to take care of yourself and a Birthday Day to celebrate.
- Mental gym to support your emotional wellbeing from Mindletic.
- Sport club and childcare service for your convenience.
- An entertainment flight with a full flight aviation training simulator.
- Contemporary and convenient office space in a new growing AEROCITY area.
- Public transport cover during the workdays or parking space near the office.
- Discounts and special offers from various partners of the group.
- Extensive on boarding plan to ease your integration into company.
- An international and multicultural environment in vibrant industry with plenty of challenges to achieve.
- Personal growth possibilities if you are eager to progress in your career, we have a bunch of examples to share.

Salary: from 1800 € to 3250 € (brutto)

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**BAA Training** is one of the TOP 3 biggest independent aviation training centres in Europe providing a full scope of aviation training solutions on both – B2B and B2C levels. We are accelerating with the ambitious expansion in Europe and Asia and working with clients from 96 countries. Our mission is to provide aviation community with highly-qualified aviation professionals.