



DIE PAPE Consulting Group AG sucht SIE

Our client is a global nutrition company that has helped people pursue a healthy, active life since over 3 decades. Their nutrition, weight-management and personal care products are available exclusively to and through dedicated independent Distributors in more than 90 countries. They have more than 9,500 employees and millions of customers. The company reported a net sales of close to \$5 billion in 2019.

Our client has an exciting opportunity to be at the forefront of their growth plans in Germany:

Coordinator Sales Events & Communications

JOB-ID: 14237

WHAT MAKES THE JOB INTERESTING?

Your work is the driving force for the motivation and excitement of the independent Distributors. Events (online and offline) are used to recognize achievements and communicate news and success. You will be part of a team that helps people to reach their highest potential in personal success and health.

THE POSITION

- Independent and timely processing of all inquiries in German and English from our distributors in the area of Sales Events & Communications, mainly in connection with recognitions and E&A stand-alone promotions.
- Close cooperation with colleagues in Sales Events & Communications, Marketing, Finance and Member Services.

**The person is decisive for us, not the gender!*

We believe in diversity, reject discrimination and do not think in terms of gender, ethnicity, religion, disability, age or sexual identity. For this reason, we do not explicitly label job titles with f/m/d.



- Responsible for distributor, local and E&A communication on individual topics (e.g. MAP, SP promotion, etc). This includes preparation of promotions, translating and sending communications via email / newsletter and Telegram / WhatsApp or other communication channels on time.
- Responsible for recognitions for promotions. This includes checking ethically correct behavior of distributors as well as the timely creation of the monthly targeted communication.
- Technical support: Creating/amending videos received by members or by creating them independently.
- Be responsible for Distributor promotions for queries
- Answer distributor inquiries
- Continuously improve and review the recognition process (also at events) and amend if necessary
- Support the organization of events (online and offline) in Germany and their execution (mainly on evenings and weekends).
- Participation in any kind of international events, distributor incentive trips as well as sports sponsorship events.
- Support the Sales Events & Communication Team leader in day-to-day business, with special tasks and projects.
- Participate actively in the weekly team meetings, reports independently on current projects and passes on important updates.
- Able to contribute effectively to the achievements of the GSA Sales Team goals
- Work on special projects assigned by the Teamleader/Manager
- Provide temporary support for colleagues on vacation or on short absence.

THE IDEAL CANDIDATE

- Good knowledge of administration and accounting, talent for organization
- Several years of professional experience in the areas of event planning and/or customer service
- Very good knowledge of German and English (spoken and written), further foreign language skills would be an advantage (French, Italian)
- Very good PC skills in MS Office, especially in Word, Excel and PowerPoint
- Good content creation and layout design skills are an advantage

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- High sense of responsibility, Ability to take the initiative
- Customer-oriented attitude and willingness to serve
- Very good communication skills, organizational and analytical skills
- Ability to work in a team and willingness to cooperate
- Effective way of working even under time pressure
- Motivated to develop technical skills
- Ability to work independently
- Flexibility and perseverance

GET IN TOUCH

Our Client offers competitive salaries, bonus scheme, company pension, holiday pay, medical and dental insurance, discount on products, service award scheme, free nutritional shakes at work, and much more.

Are you interested in this position and you want to bring your experience and knowledge to a dynamic, international direct sales company? Send me your resume and motivation per e-mail or the application button on this page.

Consultant : Dimitri van den Oever

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Dimitri van den Oever

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ABOUT US

Awarded many times by WIRTSCHAFTSWOCHE - FOCUS - DIE WELT - EXPERTEER - and as HEADHUNTER OF THE YEAR, PAPE as a personnel consultancy is one of the leading companies in Germany and a reliable partner in staffing high-caliber specialists and executives in selected industries and positions.

The main focus of PAPE Consulting Group AG Personalberatung, which has been operating successfully on the market for 30 years, is its approach as a solution provider. This includes recruiting specialists and executives, executive search at top management, C-level and board level, conducting assessments, coaching, training, diagnostics and outplacement/newplacement. In addition, new innovative methods such as perspective consulting, Staffing-Pro, VideoCoaching and inverse headhunting are used.

Clients include more than 1,500 companies from all industries, from start-ups and small and medium-sized companies to international corporations with global operations.

The approach as a solution provider distinguishes PAPE significantly from its competitors as well as the industry-related qualification of the consultants and the unconditional will and promise to successfully implement every mandate.

The ultimate goal is always the "perfect match" between the recruiting company and the highly qualified candidates.

C r e a t e for recruiting!

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Pape – THE AWARD WINNING COMPANY



HEADHUNTER
OF THE YEAR

We are very proud of the many awards we receive as a personnel consultancy for our work, which say more than just admiring ourselves.

In 2020, we have been awarded TOP medium-sized service provider by Handelsblatt & WirtschaftsWoche in the industry "Personnel Consulting". In addition, DIE WELT also voted us TOP consultancy again in 2020. FOCUS magazine has informed us that we are once again among Germany's top personnel service providers in 2020. In previous years, we have received the industry Oscar "Headhunter of The Year" from Experteer with XING, among others.

It is both an honor and an obligation to continue to be a pioneer and industry trailblazer in the future.

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