

# SALES ASSISTANT Belgium

## Netleaf Mission

**A company network is a long-term commitment  
And - as in any other relationship - we want to bring out the best.  
We build secure network stories.**

Our focused and efficient team will continue to grow in 2019. To ensure this growth, we are looking for a Sales Assistant to join us. We have offices in the Netherlands and Belgium (HQ).

## Job Description

You support the account managers on both sales and administrative level, and make appointments with prospects and existing customers. You create and follow-up offers/orders. Together with the AM you take care of tender assignments/government requests. In your role as assistant, you will work with our CRM system and manage the accounts information. You will be responsible for different projects (external and internal communication, follow-up marketing activities). Your working base will be in Rumst (HQ Belgium).

## Profile

- > You have a bachelor degree (experience is a bonus)
- > Motivated person with a professional attitude
- > You are a teamplayer, but you can also work autonomously with an eye for details
- > You are willing to learn (growing towards a senior role)
- > You can work efficiently/ problem-solving mind
- > Native Dutch speaker (fluently French and English)
- > Customer-oriented: people and a good service are important to you

## What we offer

- > Working in a young, dynamic and motivational team within the always evolving world of Information Technology. Your ideas and input will be warmly appreciated!
- > Growth is what we want for you: going from assistant to a more senior role
- > Flexible working plan: sales & marketing objectives are more significant than working hours  
Efficiency is the key word here

Let's connect!  
[Website](#) - [LinkedIn](#)



Salary according to experience, degree & motivation  
Please send your complete CV to  
[jobs@netleaf.be](mailto:jobs@netleaf.be) Feedback is guaranteed!

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