

OOO Rufil Consulting

Moscow, 20.07.2020
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(If you have any questions, please directly consult your designated contact person)

Job Advertisement: Marketing Intern

Rufil Russia Consulting is an **international business consultancy** located in the very city center of Moscow. We advise and support international companies and investors in Russia. Our core competencies are legal, tax, accounting and business set up in Russia.

Our vision: *“We support international companies in Russia! With solutions in the fields of Legal, Tax, Accounting and Business Consulting in Russia. This allows us to create a better quality of life for our customers, employees and investors!”*

With our **Moscow team** consisting of tax experts, international business consultants and management consultants with international specialization, as well as highly qualified jurists, local accountants, auditors and experts in International Finance Reporting (IFRS, US GAAP, Swiss GAAP, HGB, Russian Accounting Standards) we solve **all questions of our clients regarding their business in Russia.**

Our head office in the historical center of Moscow exists since 2007. Our business in Russia is going well and growing stably. For our team in Moscow we are looking for a Marketing & Sales or Business Development Manager. The work can be done remotely as well.

Job Description:

- Supporting our Business Development Manager in terms of:
- Generating leads
- Increasing brand awareness within the target group
- Creation and management of contents for our websites and social media
- Posting on our social media
- Improving existing market presence
- To develop new market presence

- Qualifying leads and supporting the sales
- Digital Marketing
- Translating business and marketing text
- Working with the salesforce data base
- Experience, connection or big interest in Russia, Germany and/ or Montenegro and other foreign countries.

Requirements:

- Student of Economics, Business Administration or comparable studies in a higher semester
- Knowledge, practice and big motivation for marketing & sales
- Fluently in English, German and at least one more foreign language
- Intercultural experience
- Good communicator and team player
- Experience with Salesforce or another CRM Software
- Skilled business communication and business correspondence

Working conditions:

- Working hours: 5/2, from 9.00-18.00, flexible working hours and remote work are possible
- Good working environment and friendly team
- Good chances for professional growth and career
- Subordinated directly to the managing director and business development manager

If you feel you have the necessary skills required for this position, we'd like to hear from you.

Please submit your resume and motivation letter in English to info@rufil-consulting.com.

Your contact person is: Mr. Philipp Rowe/ Managing Director Moscow, Berlin, Montenegro