



CAMBRIDGE ENGLISH
Language Assessment
Part of the University of Cambridge

Cambridge English Language Assessment is a part of Cambridge Assessment, a department of the University of Cambridge. We provide exams in English for speakers of other languages taken by over 5 million candidates worldwide each year, as well as the leading range of qualifications for language teachers.

Regional Representative, Greece (Athens-based)

Part Time (60 days) fixed term contract for ten months with possibility of renewal.

Start date: September 2015

Purpose of the job:

To ensure the annual sales target is met by following the approved strategic plan, developing the existing business and identifying new business opportunities in the allocated territory. Target market will be primarily foreign language schools across Greece.

Accountabilities:

- Seek out new business and help our existing partners to develop their business. Advance sales opportunities and grow relationships with customers through conducting presentations to teachers, parents and students. Support and increase recognition of Cambridge English exams in the region.
- Grow new business by offering appropriate services to facilitate exam adoption and build long term relationships with key institutions.
- Contribute to the formulation of the sales strategy in Greece through comprehensive reporting of activity and market developments.
- Enhance customer satisfaction, loyalty and corporate image by representing Cambridge English at events/conferences/award ceremonies.

Experience:

- Extensive ELT market knowledge and contacts within the sector
- Proven experience in growing a business, building and maintaining effective relationships with a range of stakeholders.

Knowledge:

- Education to first degree level (or equivalent), sales and/or business qualification, preferably at post-graduate level
- Knowledge of Cambridge English examinations and English Language Teaching (ELT) industry is essential

Skills:

- Excellent command of the English language (C2 level, Cambridge English CPE) and advanced PC skills (CRM & Microsoft Office suite)
- First-class interpersonal and communication skills
- Excellent presentation and reporting skills
- Influencing and negotiation skills
- Ability to prioritise and work autonomously

Additional requirements

- Strong credibility and positive reputation within the ELT sector
- Travel required
- Only applicants registered as freelancers with local authorities will be considered.

Initial expressions of interest should be made by sending a copy of your Curriculum Vitae and a letter of application in English by 15 June 2015, to info-greece@cambridgeenglish.org.
Only suitable candidates will be contacted.