

**Position:**

Are you passionate about education and technology? Do you thrive in an entrepreneurial environment? Do you love to support Sales and Business Development team and help businesses to explore new global territories? Then we are looking for you.

**About Us:**

Knovva Academy is at the forefront of changing the way teens interact with education and the world around them. We are dedicated to build a global blended learning ecosystem by creating the most exciting global education programs and online courses. We're working to build tomorrow's world leaders and we need some of the best on our team to grow with us and help us continue to expand our reach, perfect our programs and create lasting relationships with the educational community.

If this sounds like an amazing place to work already, there's much more. We are a entrepreneurial startup that nurtures our talented employees with great benefits and opportunities to grow both personally and professionally. Knovva academy is a passionate work environment with an international atmosphere and a welcoming staff. On top of our competitive salary and benefits, we also offer global snacks, Summer Fridays, group outings and many more perks to come. Knovva's core belief in the importance of diversity and open mindedness is reflected in both the programs and in its work space. Knovva is located in Boston's innovative Seaport District.

If you're ready to use your skills to help shake up the education world, Knovva Academy is the place for you.

**Position Overview:**

The International Sales Representative develops and maintains relationships with new and existing customers within the K-12 education industry primarily through phone calls and emails to increase sales of products and/or services. The Inside Sales Representative, under the guidance of the Business Development Executives, develops customer engagement and sales strategies designed to uncover customer needs in Knovva's 20 global regions.

**Essential Duties:**

- Gathers marketing information regarding customers, competitors and pricing as well as implements sales strategies set forth by senior management.
- Research leads and initiate outreach efforts via email and phone, including cold calling to extend initiatives with the company.
- Track and update customer sales information and status of pipelines in CRM system (HubSpot).



- Secure appointments and conduct product demonstrations online and offline; follow up appropriately with all contacts.
- Ensure handoffs to community management, development and support are successful, and exceed customer's satisfaction.
- Coordinates sales reporting & forecasting processes used within the organization. Maintain key analytical Sales KPIs and dashboards including: pipeline management, sales analytics, and financial forecasting.
- Managing and distributing conference event attendee lists for sales and marketing events and managing those lists for sales to be able to identify and communicate with potential leads in attendance.

**Qualifications:**

- Fluent in either Spanish, French and/or Chinese is required; Other second languages are a plus.
- Associate degree required; Bachelor's degree preferred
- 1-3 years of relevant industry sales experience or equivalent experience required (Education strongly preferred, Education Tech, IT, Software)
- Demonstrated success in inside sales and/or lead generation
- Advanced knowledge of Microsoft Office suite required, Prior experience with Hubspot and Salesforce
- Experience working with a start-up or small business is a plus

The **International Sales Representative** is a **full-time** position based in Knovva Academy's office in the Seaport neighborhood of Boston. Salary is competitive and commensurate with experience. **Extensive travel is not currently expected.** Must be authorized to work in the United States; sponsorship is not being offered at this time.

***Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.***

**To apply:** please submit your résumé along with a cover letter. Applications without cover letters will not be considered. No phone calls, please.