

# SALES ANALYST

**Location:** Sarajevo | **Department:** Sales & Marketing

Alfa Energy Group (An Edison Energy Company) is a global energy advisory firm that helps large corporate, industrial, and institutional clients better navigate the choices, opportunities, and risks that will emerge from the transition to a net-zero future. As stakeholder expectations around corporate sustainability increase, Alfa, Altenex & Edison help companies rise to this challenge by designing and implementing individualized strategies, projects, and programs across sustainability, renewables, transportation electrification, energy optimization, and energy supply.

Our alliance enables organizations to deliver on their strategic, financial, and sustainability goals by addressing today's key energy challenges: carbon, cost, complexity, and creating energy equity across communities.

Edison Energy LLC is a wholly owned subsidiary of Edison International (NYSE: EIX) and does business in Europe as Altenex Energy and Alfa Energy Group.

We are looking for a detail-oriented individual, passionate about playing an essential supporting role in the pursuit of generating new business with the world's largest energy users. This position can serve as a training ground to potentially join one of the most impactful consultative sales teams.

## **Job Responsibilities:**

- Client Relationship Management ("CRM") Data Quality
- Researching prospects by proactively sourcing sustainability reports, 10-K reports, leadership teams and other publicly available information
- Interacting with Sales team to provide valuable details to expedite the sales process
- With the help of the VP, launch different targeted sales initiatives and apply and track measurable Key Performance Metrics ("KPIs") for Leadership Team analysis
- Legal Contract Management with tasks such as but not limited to logging NDAs and managing important deliverable dates for the clients
- Organization of lead generation efforts targeted by market sector
- Seek operational efficiencies through process development and standardization
- Compile and analyse data over time to forecast sales trends
- Other special projects

## **Desired Background:**

- Bachelor's Degree in Business, Sustainability, or Marketing,
- No sales or industry experience is required

## **Required skills:**

- Detail-orientated and highly organized
- Proficient in all Microsoft Office products
- Excellent communication skills
- Advanced problem-solving and analysis skills
- Strong work ethic and willingness to take initiative
- Good attitude toward teamwork as well as the ability to work independently

- Demonstrated ability to multitask and prioritize
- Excellent time management
- Motivated to continually improve processes and tools
- Eager to learn

This is a tremendous opportunity for any applicant. If you feel that you meet the criteria above, please send your application through the Alfa Energy Group website at:

[Edison Energy | Alfa Energy | Altenex Energy | Code Line Solutions - Sales Analyst \(lever.co\)](#)

Energy Trading Company d.o.o. is an equal opportunity employer.