



## **Open vacancy: BUSINESS DEVELOPMENT EXECUTIVE**

**Location: Cyprus (Limassol)**

We are seeking an experienced person in the areas of **sales and marketing**.

**IBC Corporate Solutions** is Cyprus-based corporate services provider offering incorporation of companies in all jurisdictions and all range of fiduciary services. We have offices in Cyprus and Poland (with plan to open offices in the UK and Ukraine this year).

Our clients are based mostly in Europe, with substantial part of Polish companies.

### **The primary duties of the employee would include:**

- Development of the client base in the selected markets
- Generation of sales for our Cypriot office
- Building relationships with potential clients and intermediaries
- Promotion of the business through social media
- Assistance in preparation of promotional materials
- Liaising with colleagues in reference to various tasks performed

### **The ideal candidate should meet the following requirements:**

- Proven experience in sales & marketing
- Perfect knowledge of English language (written and spoken). Other languages will be an advantage.
- University degree in business-related subject (at least Bachelor degree)
- Proactive, sales and customer service oriented, with good organizational skills
- Excellent knowledge of MS Office tools (Outlook, Word, Excel, Power Point)
- High level of professionalism, confidence and interpersonal skills
- Background in taxation, law, marketing or any business-related field is preferred
- General knowledge of Cyprus legal and tax rules will be an advantage

We offer work in friendly and professional environment.

Full-time and part-time offers available, with possibility of flexible working hours.

The selected candidate will be offered high development possibilities and will be on ongoing training related to corporate services, local and international taxation & law and fiduciary industry and will have exposures to international working environment.

The candidate will be working mainly on commission-basis (high remuneration offered). The chosen person will be reporting to the Managing Director and the Legal Director.

### **Further information and application**

Please forward your applications with the CV attached to Mr. Cezary Zieniuk via e-mail ([c.zieniuk@ibccs.com.cy](mailto:c.zieniuk@ibccs.com.cy)) or call our office in Cyprus: +357 222 58 777.