

## Sales Operations Coordinator

To apply for this position, click [here!](#)

Do you have a strong operations mindset and comfortable with tight deadlines, passionate about process, quality control and efficiency? Are you technically adept and enjoy structured work?

Our sales operations organization is looking for a highly motivated individual who will help the company advance to the next level by coordinating and answering RFP/RFI/Security Assessments, administering software project review meetings, price lists and assisting in Salesforce.com reporting/dashboard creation.

### WHAT PROBLEMS WILL YOU BE SOLVING?

You will be working in a cross functional role with people from sales, sales engineering, product management and professional services. You will work in an exciting and tight deadline environment that will challenge your skills and help you achieve the next level of your career. You will have the opportunity to work on proposals and projects for products that have set a new standard for contact center software.

### WHAT SKILLS WILL MAKE YOU SUCCESSFUL?

- Demonstrated skills managing multiple projects with varying deadlines
- Ability to communicate with variety of internal departments
- Ability to be proactive to meet deadlines
- Nice to Haves:
  - Experience with RFP/RFI's
  - Experience using CRM/SalesForce.com
  - Experience in technology or software channel sales

### WHAT IS REQUIRED FOR YOU TO APPLY?

- Bachelors' degree
- 1+ years' business related experience

### WHAT VALUES ARE IMPORTANT TO CALABRIO?

- Collaboration amongst teams
- Open communication across the company
- Ambitious
- Accountable
- Customer Success

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