

Job Title: Sales & Marketing Associate

No. of Openings: 4

Location: Rockville, Maryland, USA

Job Description: We are looking for enthusiastic and driven **Sales & Marketing Associates** to join our growing team. This entry-level role is perfect for individuals eager to kickstart their careers in sales and marketing. You will assist in developing and implementing marketing strategies, building client relationships, and driving business growth.

As a Sales & Marketing Associate, you will gain hands-on experience in a dynamic environment, working closely with senior team members to execute impactful campaigns and achieve sales targets. This is an excellent opportunity to grow your skills, contribute to exciting projects, and be part of a supportive and innovative team.

Key Responsibilities:

- Assist in the development and execution of sales and marketing strategies.
- Identify potential customers and generate leads through research and outreach.
- Support the creation of marketing materials, including presentations, brochures, and social media content.
- Conduct market research to analyze trends, competitors, and customer needs.
- Collaborate with the sales team to prepare proposals and presentations for clients.
- Participate in promotional activities, events, and campaigns to enhance brand visibility.
- Maintain accurate records of sales activities and customer interactions.
- Provide administrative support to the sales and marketing teams as needed.

Qualifications:

- **Experience:** 0-2 years of experience in sales, marketing, or a related field (internships or part-time roles are a plus).
- **Education:** Bachelor's degree in marketing, Business Administration, Communications, or a related field.

- **Skills:**

- Strong communication and interpersonal skills.
- Basic understanding of marketing principles and sales techniques.
- Proficiency in MS Office Suite (Word, Excel, PowerPoint).
- Creative thinking and problem-solving abilities.
- Ability to work collaboratively in a team environment.
- Self-motivated and eager to learn.

Why Join Us:

- Gain hands-on experience in sales and marketing with mentorship from industry experts.
- Work on exciting projects that contribute to real business growth.
- Be part of a collaborative and innovative team that values fresh ideas.
- Enjoy opportunities for professional development and career advancement.
- Competitive compensation and benefits package tailored to entry-level professionals.