

TRACTION

AUTOMATING PERFORMANCE

Documento: **Job Description**
Profilo: **Traction Assistant**
Data: **16/01/2019**

JOB DESCRIPTION

Traction Assistant



Traction Management s.r.l.
Type: Start-Up Innovativa

- Industry: Innovation
- Headquarters: Italy, Rome
 - Total nr of Clients: 55
 - CEO: Pier Francesco Geraci

Organization Highlights: Professional Consulting Services and Product Management
Reports To: Traction Managers
Direct Reports: None
Location: Italy, at client sites or in Coworking spaces
Level: Assistant

Background:
 Our organization is composed of senior (more than 20 years of experience) consultants called Traction Managers, which develop the business by identifying companies which need our professional services and open with them consulting projects. Within those project, Traction Managers conduct the overall strategic work. But sometimes our clients might also require additional resources from us, not senior but junior, with specific skills and capabilities and with an operational profile. This resource, called Traction Assistant, might be on internal project or with our clients.

Overview:
 We are looking for a young profile, with high potential and proven academic talent with a strong passion, interest and proficiency for Digital Marketing. He is a fast learner, listens carefully and contributes creatively to the daily work. He will bring to our team structured outputs presented with professional quality.

- Goals:**
- Work closely with Team, particularly with the marketing and the IT side and with Traction Managers to execute amazing and measurable activities.
 - Demonstrate in a few months to be able to grow professionally, through cross learning and independent additional studies. Team need to love this figure both professionally and as a person.

- Technical Skills and Knowledge:**
- Superior communication skills and marketing approach
 - Knowledge of Excel, Word and PowerPoint and general PC proficiency
 - Knowledge of Graphic Software, Google tools (nice to have)
 - Ability to Meet Deadlines
 - Adaptability Problem Solving Taking Initiative
 - Time Management
 - Working Independently

- Qualifications:**
- Degree in Economics, Marketing (nice to have a Master)
 - Certifications, Prizes and awards are welcome or special achievements.

- Experience:**
- Languages- Fluent Italian and Good English
 - Basic Experience or Academic Focus in the Digital area (nice to have)
 - Familiarity with the **Internet** world - a must

About the Company:
 Traction has been founded with the aim to reduce the numbers of startups that go bust by combining experience with a unique approach and putting it all at the service of the Innovation ecosystem. We work for start-ups, accelerators, investing companies and other key players in the market. Fancy joining us in this adventure?