

## Sales & Marketing Assistant (Quantum Safe security product lines)

**ID Quantique** (IDQ) is the world leader in quantum-safe crypto solutions, designed to protect data for the long-term future. The company provides quantum-safe network encryption solutions and services to the financial industry, enterprises and government organizations. IDQ also commercializes a quantum random number generator (QRNG), which is the reference in the security, simulation and gaming industries. Additionally, IDQ is a leading provider of optical instrumentation products, most notably photon counters and related electronics. The company's innovative photonic solutions are used in both commercial and research applications.

ID Quantique Ltd (Seoul-Bundang) is looking for a **Sales & Marketing Assistant** under the supervision of the Country Sales & Marketing Manager, your mission will include the following tasks:

### Key Functions and Responsibilities

- ✓ Prepare and deliver regular sales forecasting reports
- ✓ Monitor and report competitors' marketing and sales activities
- ✓ Account management for IDQ KR customers
- ✓ Manage daily administrative tasks (e-Tax, Bid related documents, Quotation, customer visits, sales & marketing materials, KR website manager, etc) for Sales & Marketing team.
- ✓ Collect customer use cases around Q-safe technology and help marketing document/reproduce/spread/translation.
- ✓ Document prospect communication and opportunities in company CRM
- ✓ Generate reports on marketing and sales metrics
- ✓ Contribute to collaborative efforts and organize promotional events (trade show, exhibition, seminar, etc.) where IDQ products are demonstrated
- ✓ Coordinate with HQ marketing manager to support the marketing design and content teams to generate digital and print advertising materials with Korean.

### Preferred Qualifications

- ✓ Fluent English speaking and writing
- ✓ BS degree in marketing or relevant field
- ✓ Successful work experience as a sales and/or marketing associate assistant, or similar position
- ✓ Strong working knowledge of marketing and sales industry, including digital tools and techniques
- ✓ Excellent computer skills, including Microsoft Office suite and CRM, knowledge of Salesforce.com would be a plus
- ✓ Exceptional communication and presentation skills
- ✓ Ability to work as a team

### **Education Requirements:**

- ✓ Bachelor/Master's degree in business, computer, or electrical engineering.

### **The position is open immediately.**

Should you be interested by this opportunity, please send a full application to:

[HRKorea@idquantique.com](mailto:HRKorea@idquantique.com)

**Reference to be mentioned in the subject of your e-mail: Korea SMA05.**

ID Quantique Ltd is an equal opportunity employer and considers qualified applicants for employment without regard to race, color, creed, religion, national origin, sex, sexual orientation, gender identity, age, disability, veteran status, or any other status protected by law.