Company Description

Spotahome is an online marketplace for people renting accommodation in cities across Europe for periods of more than 1 month. Founded by 4 visionary friends in March 2014, Spotahome offers comprehensive neighbourhood guides and the most complete online home tours available anywhere.

We personally visit the properties we publish.

Potential tenants can then watch a guided video tour of each property and book online. In fact, they can move safely and securely from one continent to another without ever having to view a property in person.

This revolutionary idea has led to rapid expansion: 26 cities in 18 countries since 2014 and more coming soon! It’s also why we won South Summit 2016.

At Spotahome, each employee is empowered to own their responsibilities. We believe in the people who work here. We believe our corporate culture can unlock their true potential. It's a culture that values personal growth and professional career development.

You will work in our fast-paced, innovation-focused office in the heart of Madrid. Are you ready to join the Spotahome family?

Position: Native (Russian) Marketing Internship

This person will be responsible for optimizing strategic growth across social media channels, analyzing data, testing and creating his/her own new path to success.

The candidate will build valuable online marketing experience in terms of digital marketing, teamwork, creativity, sales and analytical skills development.

On a daily-weekly basis, the candidate will:

- Develop the eastern market
- Acquire customers across Social Media networks
- Work with possible affiliates, negotiating and closing deals
- Increase brand awareness and boost engagement with potential customers
- Localize international campaigns into the Eastern markets
- Bring more traffic to the blog with content created by Spotahome
- Be able to take part in decisions on new online marketing projects
- Analyze and report results from CRM and Google Analytics
- In order to do the previous tasks, the candidate will need to be able to think outside the box and develop creative, original and innovative solutions.

To apply, send your resume to bolsatrabajo-madrid@slu.edu

http://slu.edu/madrid
Avenida del Valle, 34 - 28003 - Madrid, Spain  Tel: (+34) 91 554 58 58  Fax: (+34) 91 554 62 02  •  admissions-madrid@slu.edu
Requirements

- Bachelor's degree or equivalent in any field related to Economics, Marketing or Communication.
- Languages: Native Russian and fluent in English. Knowledge of other languages is a plus.
- Authorization to work in Spain and possibility to make an agreement with the University are required.
- Be results-driven, detail-oriented, and feel comfortable working with social media.
- Sales and analytical skills.
- Be able to work at least 40 hours a week (Full Time).

Other information

Benefits

- 3 months of experience in a high-growing Startup with the possibility of hiring.
- An inspiring working multicultural environment and internal events.
- Startup spirit that fosters creativity, teamwork and self-development.
- Being able to think outside the box and develop your own creative/innovative solutions.
- Have a direct input in the company’s results by making your decisions and taking action.
- Gaining more sales and online marketing experience and work closely with managers.
- Use of Online Marketing tools.
- Be able to take part in decisions on new Online marketing projects.
- Salary of 600 €/Month Full Time (40 hours/week).
- Fitness benefit: gympass

Position: Sales Administrator Internship - Spanish Market

SUMMARY

SPOTAHOME is looking for an ambitious and hands-on proactive person who is able to work within a team, under pressure as well as who is able to quickly take responsibility for reaching Spotahome's goals.

The successful candidate will work in and support the Spanish Region in order to build and maintain relationships with our existing and new customers, train landlords in their online interface, overview the booking process and help to maintain our landlord database.

If you consider yourself to be a communicative person who likes helping others, is easy in sales processes and excited about changing an industry, this is your chance!

POSITION DESCRIPTION

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The Sales Administrator will provide essential support to the Spanish's Sales Team. This important position contributes to assure and improve the quality of the sales and bookings processes and has a big impact on the achievement of Spotahome's targets.

This position is designed to keep a close working line between the Sales Team, the Bookings Team, the Regional Manager and the Functional Manager.

Sales Admin is responsible for the lead generation, inbound lead pre-qualification, the correct maintenance of the lead database and the support for the sales call.

He/she will directly report to the Functional Manager.

The main goal of this role is to provide the raw material to the Commercial Team and the sales support needed.

Requirements

TASKS & GOALS

Main tasks:
- Lead collection and importation to the CRM
- Recording the lead generation statistics
- Checking the accuracy of the sales processes
- Inbound lead pre-qualification by phone call
- Sales calls confirmation
- Availability management
- Lead CRM module maintenance
- Photo Session Confirmation
- Supply channels analysis
- CRM maintenance

Main goals:
- Ensure an efficient volume of new leads to the Sales Team
- Maintenance of the Regional lead database
- Support the Sales Team

REQUIREMENTS AND PROFILE

Compulsory: Internship agreement with the university.

- Bachelor’s degree or equivalent in any field related to Marketing, Business, Economics, Media or Communication.

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- At least 18 years old.
- Languages; Native/Bilingual Spanish speaker and advanced (B2 - C1) level in English.
- Pay attention to details.
- Being creative and EAGER to contribute with any ideas you may come up with to add value.

Other information

BENEFITS

- Gain sales and business development experience.
- A REAL POSSIBILITY to stay in the company after your internship period based on milestones achievement, goals consecution and company's needs.
- Develop a highly entrepreneurial position, obtaining a very global point of view.
- Be in daily contact with other commercial departments within the Company.
- Internship grant: **600 € gross/ month** + gym copayment.
- Company happy Fridays & Social Events
- Company sponsored tech talks (technology and other relevant professional topics)
- Fitness benefits: Gympass
- People. Work with talented, committed and supportive teammates
- International environment more than 25 nationalities
- Teambuilding activities