



# Vacancy #2015-6

## Business Development Assistant

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### Company Description

IBIS Power is a company developing renewable energy technologies in a most effective and acceptable way for society. Our motto is "Redesigning Renewable Energy", where we take state-of-the-art technology and transform it with added value into products that have highest impact in society towards a green and healthy future. Our team exists from scientist, engineers and architects who work together in R&D and project management to marketing and sales people focusing on implementation and supplying society for highest impact. The recently received EU project includes the complete R&D and business development for the European market of an innovative energy system for the built environment.

### Job offering

We offer a full-time position for a Business Development Assistant coming available per April 1<sup>st</sup> 2015. You will closely collaborate with a dynamic team with mostly young professionals ranging from engineers, designers and business developers in the field of renewable energy and sustainability acting on the global market. Your role will consist of working closely with the CEO and take over administrative tasks as well as be a sparring partner for forming business models. Salary will be based on experience. The position includes the following tasks and responsibilities:

- Be right hand of CEO by assisting in tasks, planning and organization
- Write out business models, plans, or grant applications
- Brainstorm with CEO on business development
- Prepare presentations and speeches
- Perform market and technology watch
- Take care of social media and passive marketing

### Job requirements

- Degree in business development related studies, or experience in similar job profile
- Five years of experience in related field
- Representative with good communication skills
- Social media experienced
- Profound English verbal and writing skills
- Independent worker, but well performing in a team

If you are interested, please send us a personal motivation letter, Curriculum Vitae including the names and contact details of three references, and an overview of current research/business interests. Screening of applications will start as soon as applications are received and will continue until the position has been filled.