



Pre-Sales Support & Marketing Executive

About Terao

TERAO is a global consulting and engineering company involved for 30 years in **energy efficiency** and **sustainable building** engineering. Created in 1993, TERAQ is one of the pioneers of its field. With a 90+ team of multidisciplinary engineers, TERAQ is a leading independent French green building engineering company active in China (since 2008) and worldwide (Columbia, UAE, Indonesia, etc.). In Asia, Terao has offices in Shanghai, Ho Chi Minh, Kuala Lumpur and Singapore.

Terao operates on the whole building life cycle, from design (green building specifications, energy efficiency design and calculation, etc.) to operation and maintenance (energy audits, certifications in operation, ...). Terao assists its clients in their process of reducing their environmental impact by assessing their Carbon footprint and reducing their carbon emissions.

Position

- Position: Pre-Sales Support & Marketing Executive for the Chinese market
- City: Shanghai
- Industry: Construction, Sustainability
- Type: Pre-Employment internship
- Starting Date: Jan 2023

Duties

1. Sales Support (50%)

- Utilize CRM, scrapping tools and data analysis to Develop/Complete TERAQ Database of prospects by identifying companies, key decision-makers & contact information. Support by initiating 1st meetings
- Structure the CRM to take full use of it
- Support on proposal & bidding processes

2. Marketing Support (50%)

- Help organize BtoB events
- Create marketing content for brand awareness online in English and Chinese. Push this content among different platforms
- Improve Marketing Supports

Profile

- University/Business School degree in Business/Marketing
- Excellent level in English & Chinese
- Solid experience in the use of MS Office, Adobe PDF, Adobe Illustrator and WordPress
- Familiar with marketing computer software and online applications (e.g. CRM tools, Online analytics, etc.)
- Good command of LinkedIn
- Open-minded personality with a strong desire to learn
- Ability to work within an international and multi-cultural team
- Good Organization Skills, including time management and management of priorities
- Interest in the Sustainability industry is a must

Please send your CV to glemoinescelles@teraoasia.com