

# PAID INTERNSHIP POSITION

**NAME:** SALES & MARKETING INTERN

**LOCATION:** YEREVAN, ARMENIA

## ABOUT POLIXIS

This is a great time to join our company! Headquartered in Geneva, Switzerland, Polixis is a leading Swiss firm specializing in SaaS & DaaS Solutions for the financial services sector, and offers one of the world's biggest Risk & Compliance datasets to its regulated industries.

Polixis is currently one of Switzerland's Top 20 Fintech companies and among the world's handful of primary Compliance, International Sanctions and PEPs data providers. Key to our success has been the fact that we are in a position to offer compliance infrastructure data without the need to act as a reseller or intermediary.

Today we count among our clients some of Europe's biggest private banks, wealth and asset managers. Our ambition is to quickly become the number one global provider of DaaS & SaaS products in our field, with primary physical presence across the key global financial centers.

Having made our name in Switzerland, we are only at the beginning of our journey to become an established player across key financial markets globally ! Would you like to join this venture in its early stages?

## ABOUT THIS INTERNSHIP

As a company, we invest in trainees with a view to retaining them in our workforce. Some 50% of our current staff initially started as paid interns/trainees and we are proud of this record.

As to this specific position, the traineeship will last six months. Upon successful completion, the intention would be for the individual to join our team on a permanent basis.

The position can be full or part-time. This is not a remote job. You will be expected to work and interact live, on a daily basis with the team. The role may require occasional travel to UAE, MENA and Switzerland.

## JOB DESCRIPTION

The internship will be conducted from our Yerevan office where we count some 50+ team. After an initial training by the team, you will be expected to conduct deep market research on United Arab Emirates /MENA region's financial and regulated companies sector, co-organise and co-lead marketing campaigns.

This is a position offering a front row view on the company's entire operations. You will be expected to work closely with the management in Geneva along with IT and product operations across different cities. As a trainee, after intensive training on key regulatory, political, AML sanction risks along with the Fintech/Regtech sector, you will be expected to assist with the following:

### Sales and Business Development

- Undertake market research on Banks, Financial Institutions and Regulated sector in the UAE/MENA;
- Lead generation;
- Client communication and involvement in the sales process, from initiation to closure.

### Marketing

- Organize digital media campaigns around our publications and products;
- Maintain excellent relationships with clients and other interested parties, and reply to prospective and existing clients' inquiries;
- Assist in organizing webinars and live client events;
- Contribute ideas and undertake research to help develop marketing strategies.
- SEO.

## YOUR PROFILE

We are looking for a broad minded person with a passion to learn. The ideal educational background would be in (but is not exclusively limited to) international affairs, political science, law, economics and social sciences broadly defined. You will be expected to further your understanding of Politically Exposed Persons, International Economic Sanctions, AML and Banking Regulations, Global Financial Infrastructure, Risk & Compliance.

More specifically, we expect to see:

- Excellent research skills and an ability to quickly absorb large quantities of new information;
- Excellent digital and social media skills. Previous experience in digital media campaigning would be an asset;
- Previous experience in SEO work;

- An ability to multitask, switching from research tasks to client-facing communication;
- Ideally, previous academic courses and/or professional interest in the above mentioned topics;
- A minimum of a Master's degree is expected;
- Knowledge of editing softwares such as In-design or Photoshop would be an asset;
- Excellent knowledge of Arabic is a must for this position.

## **BENEFITS OF JOINING POLIXIS**

- This is a paid position. We pay our interns AMD 150,000 per month. As a Sales team member, you will also be entitled to additional Sales Bonus on closed deals;
- After successful completion of the traineeship, the candidate is expected to be offered full-time employment within the company;
- Intensive training in the growing field of FinTech & RegTech, on banking and finance regulation and practice in the field of Risk & Compliance;
- The opportunity to grow with the leading player on the market, with plenty of room for professional and personal growth;
- Most importantly, investing your time in a position that will put you on a strong career path.

## **APPLICATION PROCESS**

Qualified candidates are welcome to send their CV along with a Cover Letter to [myjob@polixis.com](mailto:myjob@polixis.com) with a subject line "Yerevan Sales & Marketing Internship".