



Sales & Marketing Assistant

Technimount System's Sales & Marketing service, a division of Technologie CGC Inc., needs you to ensure the daily implementation of our marketing plans and support our sales team. You will assist the senior department manager and other specialists in planning and implementing campaigns, developing marketing and supporting sales. As the job title indicates, you will coordinate your service's activities, including branding, planning, product management, market studies, proposals, advertizing, promotions, sales contests as well as printed and online communications. Your responsibilities include many tasks, depending on the company's objectives in its three (3) markets.

Position type: Full-time, 40hrs/week

Salary: To be discussed, Complete insurance package, Possible performance bonuses, etc.

Start date : As soon as possible

Job location : Québec (Ste-Foy) – Parc Colbert

Company description:

Technimount System Inc., a young and dynamic company, sells, develops and markets deployment and mounting systems for medical equipment that can be adapted to different brands of defibrillators, ventilators, pumps and other medical devices used in hospitals, pre-hospital emergency services or military environments, in order to make medical equipment safe in transport.

Our strength lies in our knowledge and understanding of our client's needs, finding solutions adapted to the medical field's requirements. We design our products based on our clients' ideas or products they already use and wish to modify.

The **Technimount** team is comprised of experienced staff from the fields of engineering, machining, design, management, sales and manufacturing of various products, putting their vast expertise to use to satisfy the industry's and market's standards.

Our products are distributed through a network of distributors and manufacturer's agents, serving Canada, the Americas, along with Europe.

Under the supervision of the senior manager, the sales and marketing assistant:

- Supports sales management in all of the division's commercial activities
- Supports marketing management in all tasks and actions related to the company's development
- Supports the manufacturer's agents' team and the distribution network

- Manages and coordinates sending advertizing materials; online and promotions
- Contributes to the creation and design of advertizing materials
- Manages the different online communication platforms (Website, Facebook, YouTube, LinkedIn, etc.)
- Supports projects in cooperation with ad/marketing agency and department management
- Participates in the creation of sales tool content
- Contributes to and supports events organized by Technimount (Press conference, announcements)
- Cooperates with marketing management in the division's activities in relation to conventions, consumer and trade shows (Canada & US)
- Supports the production and creation of promotional materials
- Updates various sales and promotional support documents
- Updates product images
- Ensures follow-ups with vendors (graphic artist, printer, etc.)
- Participates in the creation of new products (marketing & sales aspect)
- Writes, in French and English, various texts and makes the necessary corrections
- Formats and corrects different training and reference documents
- Any other related tasks

Position requirements:

- Bilingualism (French/English) is mandatory; Masters spoken and written
- University degree (or cégep) marketing, administration or another relevant field
- Experience in sales and marketing coordination (an asset)
- Be available for occasional traveling across Canada and the US
- Great autonomy, is well-organized, priority-driven, has aptitude for managing several projects at the same time and working under pressure
- Experience in sales or in the field of healthcare or ambulance services will be considered an asset

General skills:

- Leadership
- Critical thinking
- Expertise development
- Produces results
- Initiative

Send your CV to:

accounting@technimount.com or by fax: 1.855.339.6351

Only the selected candidates will be contacted.