

Sales Manager sought for the Brussels Office of Helios Media, a German publishing house

Brussels 18 June 2007

Helios Media sprl operates the website www.europeanagenda.eu, which features over 10,000 events in Brussels, personnel changes, and news. The *European Agenda* print magazine, an extensive database, and several other print products complete the range of media services geared towards the EU Lobbying community. With 8 permanent employees, the Brussels Office plans and organizes congresses and gala events, including the *European Communication Summit*. Helios Media sprl is furthermore active in association management, as well as PR and PA qualification and training services.

Helios Media Germany publishes several magazines and websites directed at different target groups in political Berlin, including Public Affairs, Public Relations and the Media. More than 70 employees also organize congresses and gala events, engage in corporate publishing, and, together with the *Deutschen Presseakademie (depak)*, organize seminars, trainings and symposiums in the field of Public Relations.

Your Responsibilities:

As our Sales Manager you will take care of our clients. You will develop presentations and introduce our product packages at client meetings. In addition, the successful acquisition of new clients is among your duties; this is done through, for example, mailings, flyers or info stands at congresses, party congresses, and other events. You will organize marketing events and media partnerships. Furthermore, you will analyze competitors' products and continuously maintain a fundamental overview of the relevant markets.

Your Profile:

We are seeking a team player who stands out because of his/her confidence, communications ability, and conceptual talent. You possess, in addition to an interest in the field of media, a university degree in humanities or business administration, and are ready for practical experience in the field of client services.

We are seeking an individual with a high level of motivation and the ability to work independently. He/she should be a skilled negotiator and well organized. MS-Office competency is required, as is fluency in English. Fluency in German will be considered an asset.

Please send your detailed CV and a cover letter, including your earliest possible start date, to: jobs@helios-media.com or send a letter to

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10969 Berlin
www.helios-media.com
Contact: Juliane Schade

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1210 Bruxelles



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