**Position –Marketing Associate**

**Experience** – 1+ Year

**Location** – Gurugram, Haryana.

Passionate about Climate, Tech and AI? Making a difference? We have the perfect job opportunity for you!

***Quadrical AI***, based near Toronto, Canada is a SaaS, B2B startup helps Renewable (Solar/ Storage) Companies increase plant generation and manage their plant asset portfolios.

We are seeking a talented and motivated **Associate Marketing Person** to join our team at Quadrical AI. In this role, you will play a pivotal part in our marketing strategy by assisting in various aspects of our marketing efforts. We are looking for an individual who possesses a strong command of MS Office tools, research and analytical skills, proficiency in email marketing, and exceptional organizational abilities.

We value self-motivated collaborators who can solve problems and take action and ‘do what they say, and say what they do.’ Candidate should also bring strong sales acumen including closing and contract negotiation, the ability to read a room, and forge long term client relationships

As a fast-growing company, we look for someone, who can grow with us, becoming part of the global leadership team contributing to product strategy, partnerships and their execution. The candidate will be supported by our global shared engineering teams and founders.

This unique opportunity is only for a highly talented, “make-things-happen” type of entrepreneurial thinker, seeking a challenging assignment, to create long term value.

**Key Responsibilities:**

1. **MS Office Expertise:**Proficiency in MS Office applications, particularly PowerPoint and Word, to create compelling marketing materials.
2. **Competitor Analysis:**Research and analyze our competitors' marketing strategies and prepare reports to inform our own marketing strategy.
3. **Email Marketing:**Manage and execute email marketing campaigns, ensuring effective communication with our target audience.
4. **Meeting Scheduling:**Assist in scheduling meetings for management and key team members, ensuring smooth coordination and communication.
5. **Event Research and Registration:**Conduct research to identify upcoming industry events and conferences relevant to our business. Register Quadrical AI for participation as necessary.

**These will help you qualify:**

* Bachelor's degree in Marketing, Business, or a related field (or equivalent work experience).
* Strong expertise in MS Office tools, with a focus on PowerPoint and Word.
* Strong analytical and research skills with the ability to provide actionable insights.
* Familiarity with email marketing tools and platforms.
* Excellent communication and organizational skills.
* Proactive, self-motivated, and a team player.
* Ability to work independently and meet deadlines.

**It's a Plus if you also have:**

* Experience working in Renewable Sector

**Interpersonal Skills**

* Ability to work collaboratively in a team environment and communicate effectively with technical and non-technical customers.
* Strong analysis / problem-solving / critical thinking skills and attention to detail.
* A strong desire to learn and grow
* Ability to work independently in a fast-paced environment.

**Why Join Us?**

* Gain valuable learning experiences at an early stage of your career.
* The global renewable energy market is currently valued at USD 900 Billion and growing at an exponential rate – great opportunity to enter a promising market in its early stages.
* Pleasant work environment with non-hierarchical structure.
* Outstanding and encouraging team that spans different cultures and time zones.
* High level of individual accountability and freedom to express creativity.

**Sounds like you?**

**Awesome.** A resume sent to [jobs@quadrical.ai](mailto:jobs@quadrical.ai) would be great. IF you think you can do all of the above and beyond to help grow Quadrical, drop a line to [kitty@quadrical.ai](mailto:kitty@quadrical.ai).

[Website](http://www.quadrical.ai/)

[LinkedIn](https://www.linkedin.com/company/quadrical/)