

Bonial International GmbH

Junior Sales Operations Manager (f/m/x) - French Market

On-site

Berlin, Berlin, Germany

Sales Operations

Job description

bonial helps you save time, money and paper!

We are a digital advertising partner for offline businesses - we support retailers in their marketing activities and help them find a new audience. **Would you like to join and be a part of digitalisation of retail?**

bonial is part of Axel Springer SE and is disrupting the retail landscape as the leading "Drive to Store" partner in Germany and France. Through our platforms "[kaufDA](#)" and "[MeinProspekt](#)" in Germany, and "[Bonial](#)" in France, we connect millions of users with their favorite shops and brands—driving real impact every single day. We are in the midst of an exciting growth phase, scaling fast and transforming the way people discover retail. At bonial, we thrive in a high-performance, fast-paced environment fueled by motivated, results-driven individuals who are passionate about making a difference. If you're looking to be part of a dynamic team that's shaping the future of retail, we'd love to meet you.

bonial welcomes both **full- and part-timers!**

As a **Junior Sales Operations Manager (f/m/x)** at bonial, you will join a team of seven colleagues. Working from Berlin, you will remotely support our Sales team located in France. Your daily work will include tasks such as contract management, invoicing, and sales support. Please read below to learn more!

Your responsibilities:

- You will support our Sales team in the creation and management of contract offers, approve them based on the sales order policy, and will monitor the entire process
- You will proactively communicate with different internal teams such as Sales, Salesforce, Fulfilment, and Finance
- You will ensure that our processes are continuously maintained, improved, and optimised
- You will provide support in maintaining documentation both for our team and other stakeholders
- You will assist in preparing presentations to keep stakeholders informed about new developments and changes

Job requirements

Your profile:

- You have **excellent French skills**, and **very good German and English skills** (both at least B2 level)
- You enjoy working on administrative tasks and providing support to the Sales team
- You are detail-oriented, organized, and remain engaged even when performing repetitive tasks
- You have strong, proactive communication skills
- You have good knowledge of Microsoft Office (especially Excel); Salesforce would be advantageous

What We Offer:

High growth story - Bonial is a high-growth and dynamic company with continuous potential into the future. We are a leading player and a driving force in an industry that is undergoing a massive and a once-in-a-lifetime shift from print to digital.

Innovation & tech - we are a high-tech company focused on innovative technology, leveraging AI and other tools to maximize productivity and efficiency. We leverage these tools to continually enhance the performance of our company and our people, while driving results for our customers and users.

Exciting environment for professional development - strong support for your professional development, backed-up by a feedback culture to help you identify your strengths and opportunities.

Diversity - proud to be an equal opportunity workplace where we aim to enable everyone to show up as their full selves. We are committed to equal employment opportunity and to being a safe space regardless of race, religion, sex, sexual orientation, age, disability, gender, gender identity or gender expression.

Wellbeing - we believe mental health is as important as being fit. That's why we're giving you free access to nilo.health, a mental health app. In terms of physical training, other than our awesome gym in the office, we also cover part of the subscription to the Urban Sports Club. We can also offer you a corporate pension scheme so you don't have to worry about your retirement.

Sustainability - together with our Green team, we offer you the opportunity to engage in projects that promote sustainability, environmental development and the impact that we make on our planet.

Flexibility - at the moment, we offer flexible hours, a hybrid setup, and the option of working from abroad. We offer 28 days of holiday, additionally, you get an extra day for each calendar year (up to 30 days) and other occasions (moving, working on a social project, etc).

Modern office - Zen Rooms where employees can pray, relax or simply have some quiet time; fully equipped gym in the office, and a roof terrace for amazing social events.

Free lunch - whenever you're at the office, we offer you different lunch options - and it's all on us! Enjoy your lunch at a nearby restaurant that partners with us! Hot and cold drinks, fruit, regular varied and healthy breakfasts and other snacks at the office are, of course, always available for free for our employees.

Social Culture - which encourages people to start conversations, build relationships and participate together in the community through regular team events.

Visa Sponsorship - we provide visa sponsorship for those of you who are eager to join us from outside of Germany.

Partner for retail - we empower retailers to reach their customers in the most efficient and effective way possible. We see ourselves as a critical business partner for retail, and as highlighted in our Company Vision, we "Enrich local shopping for everyone. Everyday."

As part of the Axel Springer Group, we also align with the [Axel Springer Essentials](#).

If you think you could fit the bill, we'd love to hear from you!

You can check out our [bonial_people](#) Instagram or read more about bonial culture and tech on [Medium](#).