

JOB TITLE: OPERATIONS SPECIALIST

ABOUT ATHLETE INTELLIGENCE

Athlete Intelligence is a leading head-impact monitoring and performance tracking solution for Sports Teams that brings a data driven approach to improving athlete performance and safety. Using wearable sensor technology developed by Athlete Intelligence, and when paired with the Athlete Intelligence analytics tools, we help Coaches and Athletic Trainers make data driven decisions to improve athlete technique, manage head-contact exposure, and reduce the risk of athlete-injury. At our core, we are a sports technology and data analytics company that bridges the gap between data collection and Coachable Moments to improve head-health safety in sports.

ABOUT THE POSITION

As we are evolving at a fast pace with ambitious growth goals, we are looking for a self-motivated, passionate, and enthusiastic professional to join our team. This is a full-time position out of our Kirkland, Washington Headquarters. The main function of this role is in the business operations department while gaining exposure and assisting all areas of the business including sales, marketing, and product development.

DESIRED SKILLS

- Professional
- High Attention to Detail
- Dependable
- Problem solving skills
- Tech-forward
- Creative
- Passionate
- Strong Communicator
- Organized, diligent, and thorough
- Hard working

KEY RESPONSIBILITIES

- Assisting sales team with product deployments.
- Assisting Marketing Team with Blog, E-mail, and Social Media activities.
- Internal and External process improvement strategies.
- Inventory management.
- System QA testing.
- Work closely with customers to ensure high success rate of platform usage and customer experience.
- Represent Athlete Intelligence at Trade Shows, Conferences, or other related events as needed.
- Work collaboratively with Sales Manager and internal teams.
- Additional duties as assigned by manager.

EXPERTISE AND QUALIFICATIONS

- Experience with Microsoft Office tools and HubSpot CRM.
- Ability to deal with rapid change and thrive in a start-up environment.
- Ability to travel, as needed.
- Ability to represent Athlete Intelligence to the highest standards.
- Experience with video editing, word press, and graphic design is a plus.



(425) 372-7811



733 7th Ave. Suite 215 Kirkland WA 98033



info@athleteintelligence.com



Full-Time

Salary

Full benefits including medical, dental, and vision.

Athlete Intelligence is an Equal Opportunity Employer.

PLEASE SUBMIT RESUMES TO INFO@ATHLETEINTELLIGENCE.COM



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