



Enel X, a leading provider of demand response (a reduction of real-time demand for electricity during critical times) and energy efficiency solutions, is looking for interns to join our Sales Operations team. This position is ideal for individuals who want to make an immediate impact within a leading company in the energy industry.

The primary mission of the Sales Operations team is to facilitate, accelerate, and amplify the business impact of our sales teams. Sales Operations Interns do this by assisting our sales representatives with pre-sale activity, as well as by validating completed contracts within our internal systems to ensure an efficient transition from sales to delivery.

The ideal Sales Operations intern should be detail-oriented and a strong communicator, with proven success in delivering quality customer service within deadline-driven environments. The Intern will enjoy working in a rapidly-evolving industry, and will possess the necessary skills to both identify and solve problems, and communicate solutions effectively to the teams they will be working with, including Sales, Legal, Energy Markets, Finance, and Operations.

This full time (40 hours/week) position will run from January – June.

Your key responsibilities will include:

- Assisting the sales team with deal configuration, contract generation, and CRM data management, maintaining quick turnaround of requests while communicating effectively with all stakeholders
- Effectively communicating contract requirements and troubleshooting issues in order to facilitate a successful deal closure
- Supporting system and process improvement projects with involvement in testing of enhancements and related data cleanup
- Reviewing contracts and supporting documentation to ensure that internal databases accurately represent contractual obligations, ensuring successful product delivery and billing.
- Interns will receive exposure to, and hands-on experience with Salesforce
- Interns will gain experience facilitating communication between multiple different functional groups within the company, including Sales, Energy Markets, Finance, Business Ops, Legal, and Operations

Required Qualifications:

- Pursuing a B.A. or B.S. degree, recent graduate, or pursuing a graduate degree
- Previous internship experience in a professional business setting
- Proactive, energetic, and customer-centric attitude and ability to quickly forge productive relationships
- Highly productive and efficient, with ability to multi-task across a broad set of deadline-oriented tasks and with minimal supervision
- Strong qualitative aptitude, attention to detail, and verbal and written communication skills
- Ability to execute on documented processes and identify process improvements
- Proficiency in productivity tools, specifically MS Office

Preferred Qualifications:

- Interest or experience in sales operations, sales and lead generation, marketing, business operations
- Prior experience within and/or demonstrated passion for the clean tech sector
- Prior experience with CRM (e.g. Salesforce), and ability to build reports and dashboards
- Familiarity with legal documents
- Preferably seniors graduating in Spring 2022, Summer 2022, Fall 2022
- Prior experience with and/or passion for energy, environment, sustainability, or related fields

The successful candidate will be a confident and professional self-starter, a good listener, and able to work well within a team in a rapidly growing business.