

INTERPRETING JOB OFFERS AND MAKING YOUR PROFILE MORE ATTRACTIVE

EXAMPLE OF A JOB OFFER AND PROFILE

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JOB OFFER DESCRIPTION

Start date: 2016-03-01

Required level of education: Graduate

THE COMPANY

Digital connectivity is disrupting businesses across industries and geographies, and turning the established order upside down. As consumers, we now enjoy on-demand access to anything from taxis to cleaners and everything in between. At [REDACTED], we're bringing the on-demand revolution to professional knowledge.

We've established ourselves as the go-to knowledge partner for some of the largest consultancies, private equity funds, investment banks and corporations in the world, helping them access the knowledge they need to make better, more informed, investment decisions.

THE ROLE

As a member of our client service team, you will be acting as the intermediary between our clients on one side, and targeted industry experts on the other. Your role is to focus on our clients' knowledge gaps and define the specialist knowledge required to address them. You then research companies and industries in order to identify and engage leading subject-matter specialists, using sound judgment to qualify their expertise based on the project in question, and connect them with our clients in real-time. Although there is no typical day, there are often many projects running concurrently and our teams have to learn the most efficient way of identifying expertise quickly. This is a fast-paced, client facing, communication-intense role with a clear focus on effectiveness and revenue generation.

WHAT WE'RE LOOKING FOR

This is a position for someone with high emotional intelligence who enjoys connecting with people, is an exemplar of professionalism, and is highly motivated by exceeding targets. Our most successful people embrace a "whatever-it-takes" mantra and relish the opportunity to roll up their sleeves to achieve their goals. We are fundamentally looking for high potentials as demonstrated by previous achievement (curricular and extra-curricular) and interested in researching information. The candidate should be highly motivated, entrepreneurial and thrilled to connect with clients on live transactions. The candidate will have very good analytical skills, strong oral and written communication skills, and attention to detail. The candidate must be a team player able to work hard and to deal with highly confidential topics.

REQUIREMENTS

- 0-1 years work experience
- Strong academic credentials
- Evidenced success in a professional and/or extracurricular field
- Fluency in English is essential
- Fluency in an additional European language is a plus

EXTENDED ROLE DESCRIPTION

CENTRAL LONDON, MAYFAIR

Thrive in a high-performance, high-energy environment? Enjoy setting targets and then smashing through them? If you are excited about immediate commercial responsibility and a clear path towards team leadership and book-of-business responsibility, we'd love to hear more about you. [REDACTED] is looking for competitive, commercially motivated, full-throttle relationship builders to join our team.

THE COMPANY

Regularly ranked as one of the fastest-growing companies in the world (The Sunday Times Fast Track, Crains, Inc 5000), [REDACTED] works alongside strategy consultants, private equity, hedge funds, investors and corporate decision-makers, connecting them with frontline industry practitioners who can bring highly relevant insight and expertise to address our clients' challenges.

Through our service, we help our clients access precisely the knowledge they need quickly and effectively, enabling confident decision-making and eliminating the need for slow market research and expensive consultancy engagements. Founded in 2008 we are now a worldwide team of over 250 and growing rapidly.

THE ROLE

Once you excel at the core delivery requirements of the client service role, you will take on additional responsibilities, including overall project management, client relationship management, and coaching of junior colleagues. You will receive intensive on-and-off-the-

desk training along with the core dimensions it takes to become a self-sufficient commercial leader, including account management, business development, negotiation, leadership, recruitment, and talent development. You should aim to be successfully running your own **team** and book of business within five years from joining us.

YOUR CAREER AT **SciencesPo**

We believe that the commercial, operational and personal skills that you will pick up along the way are precisely the ones that the changing talent landscape is calling for. You should expect to develop into a confident, autonomously operating business principal who can win business, inspire others and marshal resources in a fast-changing environment. However, let's be clear about it: if you'd rather build your early-stage career on the basis of professional qualifications (CFA, CPA, CIMA, LPC etc.) or traditional 'consulting' skills (mastery of Excel, PowerPoint, financial analysis, deep-dive research etc.) we're not the right place for you.

WHAT WE'RE LOOKING FOR

- Career maturity and alignment, clarity about direction, committed to getting there and aware of how **SciencesPo** fits with your journey
- Commercially driven – desire to develop sales and negotiation skills and seeking reward for commercial success innate personal confidence to be able to thrive in an environment that at times can be volatile, uncertain, complex and ambiguous (VUCA)
People-oriented, emotionally intelligent **team** player
- Selfless, can-do attitude and passion for making a tangible impact
- Excellent communication skills – the confidence and poise to initiate conversations with senior executives in diverse markets

WHAT WE WANT TO KNOW

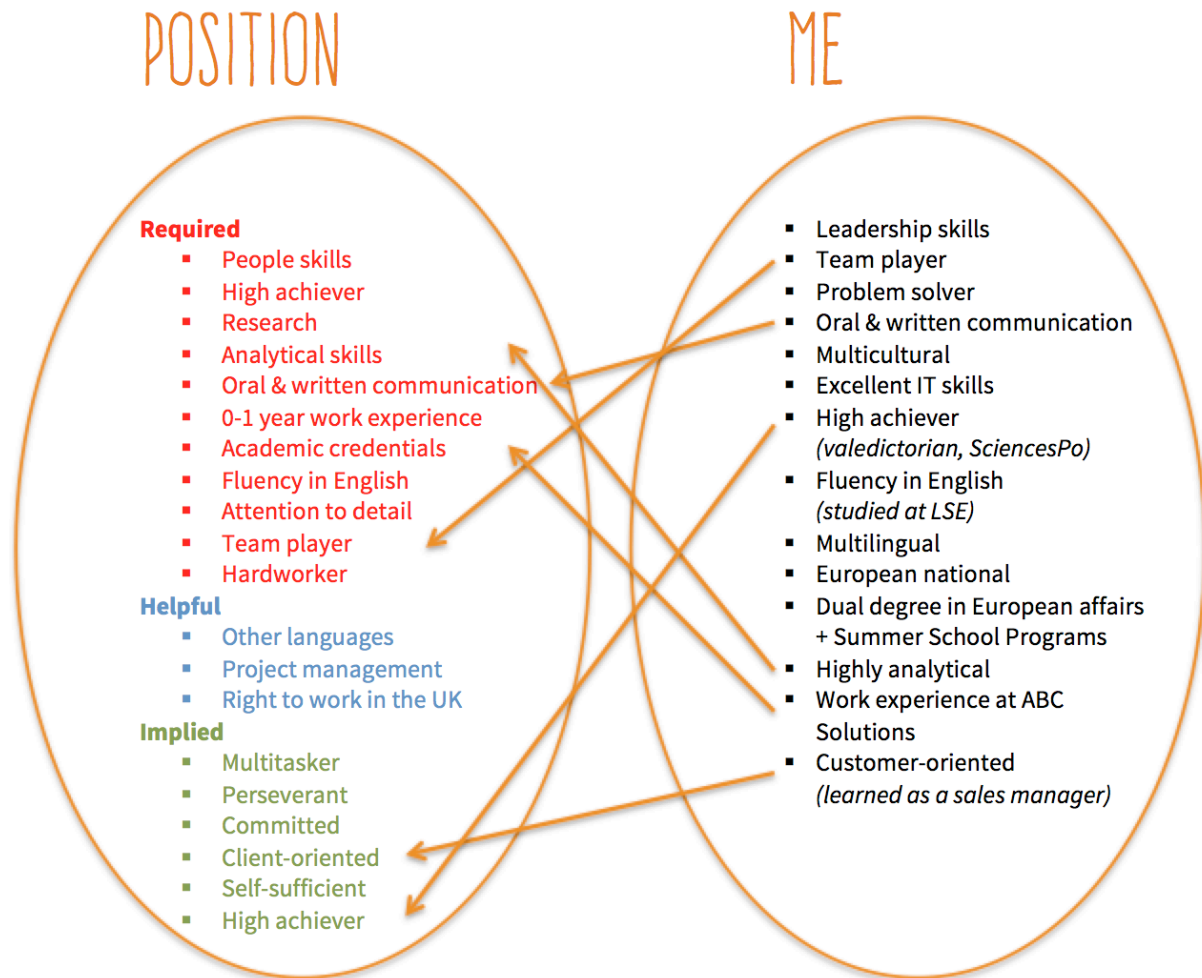
Do you have the right to work in the UK?

Can you start working in January 2016?

How did you first hear about us?

Have you previously applied to **SciencesPo** ?

PROFILE EXAMPLE FOR THE JOB



It is important to note that not all of your strengths are pertinent to the position. Because space (and reading time for the recruiter) are of the essence, you will only present your pertinent strengths, supporting them by contextualizing how you developed them and when they served you to achieve a particular goal.