

Sales Assistant, Technology Solutions

Are you an experienced and motivated Sales Assistant and do you want to leave your mark on the global energy industry? If so, we want to hear from you!

Your position

In your new position as Sales Assistant in the Technology Solutions division, you will be a valuable member of the dedicated sales team whose mission is to become the preferred supplier for our clients within the offshore energy industry. You will have the chance to become a vital member of the sales team, who will help improve the overall performance. Above all, your work will make a real change for the global energy sector.

At Semco Maritime safety is a core value, and in this role, you will contribute to maintaining and promoting a strong safety culture while delivering innovative solutions.

Your place of work will be at our Global HQ located in Esbjerg, the hub of the Danish energy industry, right on the waterfront – views do not get any better than this. The position is full-time, and you will be part of a team of four great colleagues.

“For the right candidate, this position has a lot of potential for individual growth and for making a real impact on the performance of the team” - Vice President, Sales, Martin Just

Your tasks & responsibilities

As a Sales Assistant, you will be responsible for supporting the sales team in achieving their goals by ensuring a high level of structure, accuracy, and coordination throughout the sales process.

Your role is key to keeping momentum in ongoing processes and improving the overall customer experience.

Your tasks will include but are not limited to:

- Coordinating and preparing sales material, including sales letters, presentations, and client documentation
- Reviewing and updating CRM systems with accurate client and sales data
- Contributing to a professional sales presence on LinkedIn
- Supporting sales processes from initial contact to final contract, including handling documentation and follow-up tasks
- Collaborating closely with the sales team to ensure timely and high-quality responses to client requests

Your profile & qualifications

We are looking for an outgoing and positive Sales Assistant, who is passionate about helping your team members perform at their best and wants to leave their personal mark on it. You have a proactive and organised approach to your work and are eager to get involved.

To succeed in this position, we imagine that you have:

- Relevant experience from a similar position
- Experience with CRM systems and digital sales tools
- A structured and process-oriented mindset with strong coordination and administrative skills
- Fluency in English, both written and spoken
- A relevant education within communication, marketing, economics, or similar

Welcome to Semco Maritime

At Semco Maritime, we create change. For people. For projects. And for the global energy sector. With us, you will join a community of over 2.500 of the most dedicated thinkers and doers in the energy industry who are driving real change and making their own personal mark on the global energy landscape.

While everyone knows *why* the energy transition is vital, we are concerned with the journey. How to get there. By providing the answers needed to make change real. Because we believe that global energy ambitions can only be realized through hard work and clever pragmatic solutions. This is what we do. This is what we invite you to participate in.

Safety is at the core of everything we do, and we are committed to protecting our people, partners, and the planet as we work towards a sustainable energy future.

So yes, working for us will change the energy sector – and may well change you too.

Care to join the movement?

Change. With us.