



Kroll Ontrack is a technology software and services company serving both the Data Recovery and Legal Technologies markets. As the world's largest Data Recovery company, **Kroll Ontrack** boasts international in-lab services with clean room facilities as well virtual on-site services through Remote Data Recovery. **Kroll Ontrack's** Legal Technologies group (Electronic Discovery, Paper Discovery, Computer Forensics) assists attorneys, businesses and investigators with the collection, organization and preparation of data for review and analysis in legal matters, regulatory filings, and investigations.

As part of the ongoing growth we are currently recruiting for:

Marketing Automation/Email Marketing Specialist

Location: Katowice

Job Description:

The Email/Online Marketing Specialist Europe is primarily responsible for all email marketing across Europe utilizing the globally provided email infrastructure (ELOQUA). This includes the design, creation and execution of complex email campaigns, promotions and email newsletter programs. The position works closely with Marketing Manager across the European countries, marketing and sales teams at a campaign level to produce effective email marketing programs. Responsibilities for this position also include definition and management of email policy, reporting of email campaign results as well as the management of the email contact database opt-in and opt-out processes.

Requirements:

- University degree
- 3-4 years of experience in digital marketing including email marketing, web marketing, etc
- Very good knowledge of English (B2/C1)
- Working knowledge of MS Office Suite (including Strong Microsoft Excel skills, e.g., PivotTables, VLOOKUP and HLOOKUP), email, Web browsers and MS Project
- Intermediate knowledge of CRM System applications such as Salesforce, Symfonia Sage
- Advanced to expert ability to use web technologies (HTML, PhotoShop, Dreamweaver, etc.)
- Basic experience with content management systems, preferably reddy or Wordpress
- Experience in working with a marketing automation platform, preferably ELOQUA
- Advanced ability to effectively communicate with colleagues, business leaders, and internal stakeholders
- Basic knowledge of marketing activity including, but not limited to direct mail, advertising, events, Web sites, online marketing, sales support and program management

- Intermediate project management skills
- Advanced ability to organize and prioritize workload, meet deadlines and manage time efficiently
- Knowledge of French, Spanish, or German will be an advantage

We offer:

- International working environment for a worldwide leader in Data Recovery, Computer Forensics, Electronic Discovery and Legal Technologies
- Involvement in advanced, best in class technology solutions
- Comfortable work environment
- Friendly, fast paced atmosphere
- Open - minded team of creative, innovative, software engineering driven colleagues
- Professional-growth opportunities
- Attractive package of benefits

If you meet the requirements we are looking for please send your resume and cover letter in English to:

praca@ontrack.pl

More details about our company on: www.krollontrack.com

Please include the following statement in your application: I hereby authorize you to process my personal data included in my job application for the needs of the recruitment process (in accordance with the Personal Data Protection Act 29.08.1997 Dz.Ust. nr 133 poz. 833).

Prosimy o dopisanie w podaniu następującej klauzuli: Wyrażam zgodę na przetwarzanie moich danych osobowych zawartych w mojej ofercie pracy dla potrzeb niezbędnych do realizacji procesu rekrutacji (zgodnie z ustawą z dn. 29.08.97 roku o Ochronie Danych Osobowych Dz. Ust. Nr 133 poz. 883).