



Sales Support Analyst - Sales Operations

BlueWave Solar (“BlueWave”) is a renewable energy company founded on a mission to make solar available to everyone, everywhere. BlueWave’s proprietary fintech platform delivers innovative, high-value products and services to its partners and customers, enabling communities and consumers to choose local, low-cost renewable power. From developing high-quality solar projects that allow customers to participate in BlueWave Community Solar, to financing residential rooftop solar with the BlueWave Home Solar Loan, BlueWave empowers its partners and installers to deliver a seamless home solar solution. That’s the BlueWave vision for a cleaner planet and our energy solution for the “100%.”

We have a rapidly growing team of experts focused on growing our solar loan footprint, refining our Solar Management Platform (SMP), developing community solar projects, and forging efficient capital partnerships to scale our business. We are constantly innovating to keep pace with the evolving energy industry, and that spirit of innovation is what drives our company’s dynamic culture. As a result, BlueWave is a Certified B Corporation and was recently recognized as one of the fastest growing private companies in Massachusetts by the Boston Business Journal.

We are currently seeking a highly motivated Sales Support Analyst to provide first-level support to BlueWave’s growing rooftop solar installation partner network and their customers.

Employment:

- Full-time commitment working from BlueWave’s offices in Boston, MA
- Compensation: competitive salary, bonus, and benefits

Key Responsibilities:

- Provide first-level support to BlueWave’s growing rooftop solar installation partner network and their customers;
- Work alongside a Business Development Manager to provide top-notch customer service to BlueWave’s partners;
- Respond to phone and email inquiries from partners during the sales process;
- Coordinate communication between partners and/or customers and BlueWave’s Operations Team during the underwriting process;
- Assist the Business Development Manager’s during the partner onboarding process by managing the execution of key documents, including the Sales Services Agreement;
- Keep accurate records in Salesforce of communication between partners;
- Identify, prioritize and offer up new ideas and process improvements to the Sales, Sales Operations, Operations and Products Teams; and

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- Help with recurring sales analysis and reporting to internal stakeholders.

Qualifications:

The successful candidate will possess:

- Account management experience;
- Strong organizational and communications skills;
- Result oriented, self-starter, with credibility, and integrity;
- Advanced modeling, excel skills and familiarity with CRM tools (Salesforce preferred);
- A great attitude and ability to be flexible; and
- Ability to be a team player.

Other Requirements:

- Typically, the employee may sit comfortably to perform the work. However, there may be some walking; standing; bending; carrying of light items such as papers, books, small parts; driving an automobile, etc. No special physical demands are required to perform the work.
- Risks found in the typical office setting, which is adequately lighted, heated and ventilated, e.g., safe use of office equipment, avoiding trips and falls, observing fire regulations, etc.

For further information please contact HR Manager Joelisa Tomaszewski
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