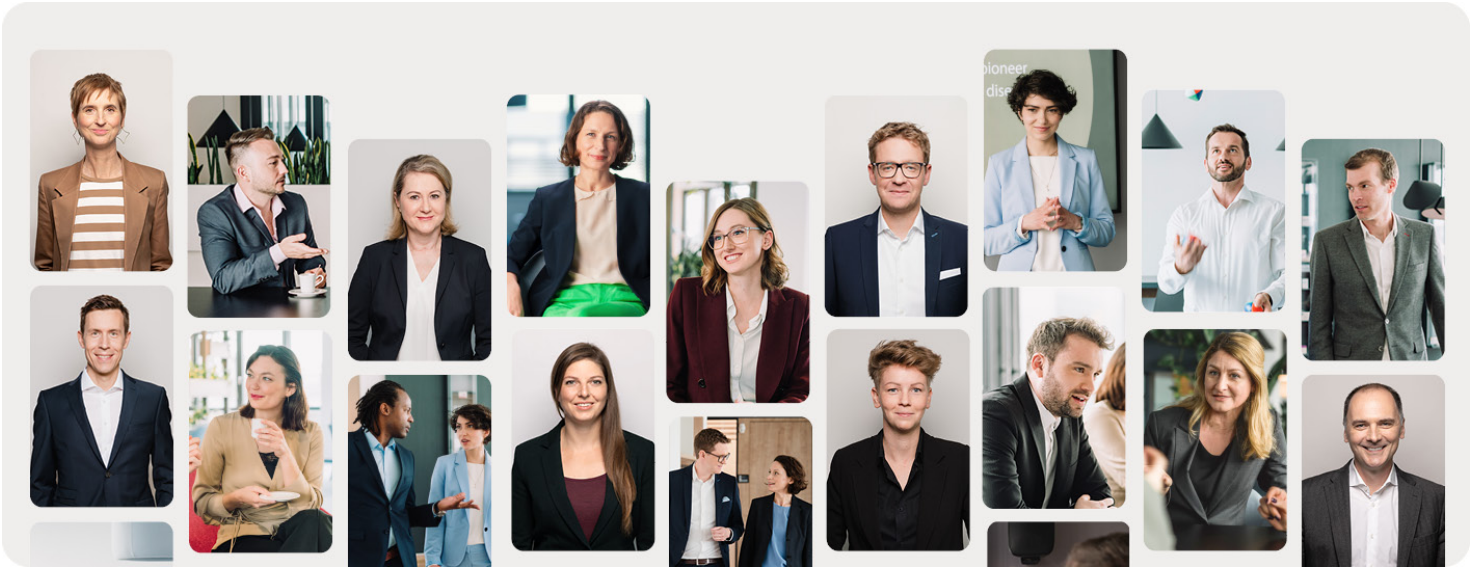


AOP Health is the European pioneer for integrated therapies for rare diseases and in critical care. To enhance our team in Vienna we are looking for an:

## Associate Commercial Excellence (f/m/d)

1190 Vienna | Full-time employee | Start: as of now |



*In this position, you'll play a vital role in shaping AOP's identity, working closely with our Manager of Commercial Excellence to orchestrate impactful events, particularly congresses. Your meticulous attention to detail and coordination skills will drive business success and reinforce our unique culture.*












### What Your Day To Day Will Look Like

- Assisting the Manager of Commercial Excellence in organizing events and meetings, with a focus on congresses, which are integral to AOP's identity
- Ensuring that events and meetings contribute to driving business and reinforcing the unique culture of our organization
- Meticulously organizing various processes and details to ensure seamless event execution
- Supporting the development of strategies to optimize events and meetings in alignment with business objectives
- Handle last-minute changes or obstacles with minimal disruption
- Effective communication and collaboration with internal and external stakeholders to ensure smooth event operations

### Your Qualifications and Experience

- University degree preferred (Project Management/Economics)
- 3+ years professional experience in pharma industry
- Strong project management skills and self-starter attitude
- Comfortable working in a fast paced environment
- Ability to plan and execute projects
- High interpersonal communication skills

### Main Benefits

-  Bonus
-  Homeoffice
-  Employee mobile phone
-  Flexible working hours
-  Laptop
-  Initial and continuing education
-  Canteen
-  Employee events
-  Company doctor
-  Parking spot
-  Healthmeasures

- Experience of working within a budget and with omnichannel communication
- Well organized with the ability to handle multiple high-priority projects in parallel
- Experience in project administration
- Proficient in German and English
- Well-versed in Office 365

### **Our Offer**

- Open corporate culture with the opportunity to bring in your own ideas
- Great opportunities for personal and professional development
- Attractive work environment with excellent career opportunities and flat hierarchies
- Competitive salary package plus bonus and various benefits
- Gross monthly salary provided for this function is a minimum of EUR 2.400.- based on full-time employment. Any potential overpayment depends on professional experience and qualifications.

*If you would like to work as a team player in an international environment and can identify with our values "Agile, Ambitious, Aligned, Accountable and Appreciative", then: Take this CHANCE and*

## **Your Contact**



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*Further information on our website:*

[aop-health.com](http://aop-health.com)