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Eleos are hiring!

A small company with a big vision, Eleos Compliance are a dynamic, technology services start-up based in the home counties of the U.K. and operating internationally. We are a 'profit for purpose' business committed to operating sustainability, giving back to society through our corporate philanthropy program and ultimately helping to bring about broader change in our industry. We are looking for an experienced product certification professional to join our team.

If you believe that have the skills that we need and share our values and vision for a greener and fairer future, we would love to hear from you.

Depending on your existing skillset and expertise, your duties may include any or all of the following:

- Project management, risk mitigation, problem solving and reporting
- Building meaningful relationships with customers and serving their day-to-day account needs
- Preparation and pre-testing of product samples ahead of conformance testing overseas.
- Shipping of product samples
- Support during the formal testing process at overseas labs.
- Preparing (with high attention to detail) type approval application files and handling their submission to international government regulatory authorities.
- Vendor relationship management, performance assessment, pricing negotiations.
- Research activities including procurement, review and presentation of regulatory intelligence.

Persons wishing to be considered for our new position at Eleos must be based in the UK or Spain and are required have the following experience, skills and mindset:

Experience:

- Minimum 3 years previous relevant experience in the field of certification of RF communications devices
- Direct experience of international certification processes
- Basic knowledge of a broad range of RF technologies and terminology

Skills:

- Fluent written and spoken English language ability (additional languages beneficial)
- Excellent communication skills and problem-solving abilities
- Strong ability to work independently, prioritize effectively and work quickly and efficiently under pressure.
- Good knowledge of computers and MS Office Professional suite

Mindset:

As a start-up we are particularly interested in adding to our team, staff who take the notion of 'being the change you wish to see in the world' seriously, share our interest in sustainability and are happy to take a practical and hands-on approach to supporting the needs of the business.

The best fit for us are people-oriented individuals who are enthusiastic, self-motivated, responsible and conscientious with a flair for project management and a passion for delivering excellent customer service.

Prospective staff must be willing and able to travel solo internationally on an infrequent basis.

We can offer you:

- A competitive salary
- Inclusion in company profit sharing scheme
- An excellent benefits package including
 - 4 day working week
 - Flexible working hours;
 - Opportunity to work from home
 - 24 days holiday (plus 8 days of national holiday allowance);
 - A contributory company pension;
 - 3 days p.a. paid leave for engaging in charity work or community service;
- The opportunity to work with a small, friendly, highly engaged team of certification professionals
- Ongoing support and training including an allowance for professional and personal development training

Eleos is an equal opportunities employer committed to promoting diversity and inclusion in our workplace. No consideration will be given to candidates' sex, actual or perceived gender, age, race, colour, religion, creed, national or ethnic origin, disability, sexual orientation, gender identity and expression, parental or marital status.