

Job Description and Application Procedure

Internship / Job Position Title: Junior Market Researcher / Assistant Project Manager

Industry: Environmental Management

Activities: Consulting

Date: 15 January 2024

Oujda

Introduction

[Weibold](#) is an Austrian-based consulting company exclusively specialized in waste management since 1999. Our clients range from new project initiators to large corporations.

We are looking for a “Market Researcher / Assistant Project Manager” (Entry Level) to join the satellite office in Oujda. Candidates will start a 3-month training leading to this role.

About our Industry (Briefing)

The abundant volumes of end-of-life tires and waste plastic stockpiled over the last decades cannot be solved by the existing established frameworks alone. Small, medium, and large projects in the pipeline are aiming to close the circular economy loop. Weibold is supporting them and is enlarging the research team.

General and Competence Requirements

1. English proficient (written/spoken).
2. Professional attitude, committed to learning.
3. Ability to work autonomously.
4. Very good MS Office skills.
5. Resident in Oujda.
6. Immediate availability.
7. BAC+3 or BAC+5 in any scientific discipline (economics, management, physics, marketing, etc.).

Recruitment Process

Candidates shall submit their application documents by email. Candidates will be pre-selected based on their job application documents for an online interview. Interviews will be held on a first-come, first serve basis / time and date to be conveyed by email.

Selected candidates will partake a **3 month training period** for initiation to the missions and tasks of the “Junior Market Researcher / Assistant Project Manager” (Entry Level). A progress interview will be conducted at the end of each month. A certificate of completion will be provided.

Subsequently and subject to management satisfaction, the candidate successfully complete the training will continues performing the assigned missions and act as well-rounded Junior Market Researcher / Project Manager Assistant”.

Training Period Tasks

The trainees will be supervised during this period in order to (but not limited depending on profile) to independently perform the below tasks:

1. Create tailored technical and commercial proposals for new leads (this includes small to 7-digit turnover multinationals).
2. Prepare and present summaries of articles, studies and papers.
3. Comprehend the tire recycling industry by investigating tire recycling technologies, tire recycling markets, applications and industry related stakeholders.
4. Conduct market research on aspects related to tire recycling operations. This shall include feedstock and output material trade flows, regulations in different regions, equipment search, and any facets related to the feasibility of a tire recycling business.
5. Develop reports in MS Word and PPT format as well as data analysis in MS Excel.
6. Create and consolidate Minutes of Meetings.
7. Conduct interviews and online meetings with colleagues and clients and industry players.
8. Act as a liaison between leads and management.
9. Open new opportunities and explore new markets.
10. Create a business development tool.
11. Other tasks depending on trainee's profiles.
12. Submit weekly and/or monthly progress reports to management in order to track the trainee learning progress.

Junior Market Researcher / Assistant Project Manager Tasks

Subsequent of successful completion of the training period, the "Junior Market Researcher / Assistant Project Manager" will continue working on the aforementioned tasks and expand duties to includes (but not limited depending on profile) the following:

1. Prepare tenders and bid documentation.
2. Take more project responsibilities towards completing quantitative and qualitative results.
3. Develop project plans.
4. Develop full scale feasibility studies independently and present them to Clients.
5. Provide strategic and investment recommendations to Clients.
6. Coordinate with project team members to timely execute projects.
7. Investigate in more details tire recycling processes, technologies, emission controls and environmental standards, output material quality criteria, output markets, certifications, etc.
8. Other tasks depending on candidate profile.

Remuneration

Trainees will be receiving a stipend (monthly remuneration). The "Junior Market Researcher / Assistant Project Manager" remuneration is profile dependent and will be discussed during the interview.

Application Procedure

Candidates can apply to this offer by sending a job application including the following documents to Mr. Younes Taheri (Key Account Manager & Representative for MENA) at "younes@weibold.com".

1. CV in English.
2. Cover Letter in English.
3. Optional: copy of an exemplary work document or a report in English (written or co-written by the candidate).