**Position description**

**Sales Operations Analyst**

**Name:** Vacant

## 

## Job Details

The operations analyst will be comfortable communicating with people throughout the organization, able to solve problems and improvise as needed, and know how to effectively estimate and manage time for a variety of tasks. If you’re a natural coordinator who has a sense of “big picture” objectives and an eye for detail, there’s never been a better place to put your skills to use.

**Reporting to:** Vacancy

**FTE:** 1

## About the company

This job description is from a Sales organization template modelled for a typical midsized enterprise B2B SaaS. (E.g. ~100-125 employees, ~Series B fundraising completion, ~$5-$25M ARR). Job roles and accountabilities are a guide only based on Functionly's org design team experience and research. Salary is a guide only, and intended to be in $AUD, sourced from mean salaries within the $5-$25M ARR band from Think & Grow 2021/22 Australian Startup Salary Guide. USA customers could try use https://topstartups.io/startup-salary-equity-database/ data to find market salary data within different categories. <Replace with your own information>

## Roles and responsibilities

Sales Operations -

* Sales Operations
  + Develop all tools and collateral necessary for supporting sales efforts
  + Develop recommendations for new business processes and initiatives
  + Develop financial models and analyses for stakehodlers to support optimal sales and marketing decision making

## Accountable metrics

* SO: Accuracy of forecasting

## Compensation guide\*

* AUD $NA (base only)

[signature block]

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_

\*Salary is a guide only, and intended to be in $AUD, sourced from mean salaries within the $5-$25M ARR band from [Think & Grow 2021/22 Australian Startup Salary Guide](https://www.thinkandgrowinc.com/salary-guide-2021). USA customers could use <https://topstartups.io/startup-salary-equity-database/> data to find market salary data within different categories.