*SMA Hellas AE (* [*www.SMA-Hellas.com*](http://www.SMA-Hellas.com) *) is a subsidiary of SMA Solar Technology AG, the world market leader for photovoltaic inverters, a key component of all solar power plants. SMA's head office is located in Niestetal, Germany. It is represented on four continents by 20 foreign subsidiaries. The Group employs more than 5,500 people and has been awarded by the Great Place to Work Institute Europe for being one of the best employers among European companies with more than 500 employees.*

**Internship**

**Description:**

Assisting customers with technical questions, creating technical proposals and quotations, inside sales administration and general administrative assistance to the sales department, as well as providing project management assistance. The successful candidate will be based in Athens.

**Essential Duties and Responsibilities**:

* Interpret and evaluate requirements and create design solutions using Sunny Design Tool and internal quoting and designing/drawing tools.
* Assists in providing technical pre-sale and post-sale support to customers associated with Medium Power and Power Plant Solutions via telephone.
* Provides inside sales administration and order fulfilment planning in alignment with customer supply agreements and internal reporting needs.

**Qualifications & Requirements**

* Electrical/ Mechanical Engineering or a proven electro-technical background, or an equivalent area of specialty is required.
* Knowledge of solar electric (PV) installation, system design and/or renewable energy sector in general is preferred.
* Strong interpersonal, technical communication and customer service skills are required.
* Lower in the English language, both written and verbal, is required. German language skills will be considered an asset.
* Extensive knowledge of Microsoft Office Suite (Word, PowerPoint, Excel) is strongly preferred.
* Ability to work as a team player with a high level of initiative and flexibility.
* Ability to present basic technical information.

**Contact Details:**

Candidates who are interested in joining SMA Hellas AE and feel that they meet the above requirements can submit their CV, quoting the position required to [Michalis.Zisis@SMA-Hellas.com](mailto:Michalis.Zisis@Sma-Hellas.com)