

## CRM Administrator - RC

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Company: Talent Disruptors

Location: Dubai

Category: healthcare-practitioners-and-technical

As a key player in our team, the CRM Administrator role focuses on managing and optimizing our customer relationship management systems to enhance our sales and marketing efforts. You'll be the backbone of ensuring our CRM platforms, including Hubspot, Pipedrive, GoHighLevel, and Close CRM, are seamlessly integrated, efficiently managed, and fully leveraged to support our business goals. Your expertise will drive the effectiveness of our sales and marketing strategies through meticulous management and strategic use of CRM tools.

### What You'll Be Doing

**CRM Setup and Management:** Configure and maintain our CRM systems (Hubspot, Pipedrive, GoHighLevel, Close CRM) to ensure they are optimized for our business needs.

**CRM Integrations:** Seamlessly integrate CRM platforms with third-party software, enhancing our sales and marketing stack's capabilities.

**Report Creation:** Develop and generate insightful reports from CRM data, enabling the team to make informed decisions based on accurate sales and marketing metrics.

**Troubleshooting:** Act as the first line of defense for any CRM-related issues, quickly identifying and resolving problems to minimize downtime and impact on business operations.

## Who You Are

**Experienced with CRM Platforms:** You have hands-on experience with CRM systems like Hubspot, Pipedrive, GoHighLevel, and Close CRM, understanding their inner workings and how to maximize their value for a business.

**Skilled in CRM Integrations:** You are adept at integrating CRMs with a variety of third-party software, ensuring smooth data flow and enhanced functionality.

**Analytical:** You possess strong analytical skills, capable of creating detailed reports that highlight key sales and marketing insights.

**Problem Solver:** You are a quick thinker, able to troubleshoot and resolve issues efficiently, ensuring the CRM systems operate smoothly.

**Communicative:** Excellent communication skills, able to work with various stakeholders, from technical teams to sales and marketing departments, ensuring CRM objectives align with business goals.

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