



Job Title: Sales and Marketing Assistant

Location: Englewood, Ohio, USA

Company: NAWAH US, Inc.

Employment Type: Full-Time, Non-Exempt

About NAWAH

NAWAH stands at the forefront of architected nanomaterials, leveraging the unique potential of vertically aligned carbon nanotube (VACNT) technology. Our materials are opening new horizons in next-generation composites, fuel cells, and electrolyzers.

From our facilities in Rousset (France) and Dayton, Ohio (USA), we design and manufacture innovative solutions that are shaping the future across a wide range of industries.

Position Overview

The Sales & Marketing Assistant at Nawah US plays a dual role supporting both commercial and marketing teams in our fast-growing US operation. This position is ideal for a motivated individual eager to take on diverse responsibilities—including sales support, marketing execution, and event coordination—in a high-tech, international environment. Reporting to both local leadership and in collaboration with our French headquarters, the role offers excellent learning and growth opportunities, as well as exposure to international markets.

- Supporting lead management (updating, following actions, ...)
- Initial customer contact is very key at our development stage

KEY RESPONSIBILITIES

- Support both sales and marketing functions to drive business growth.
- Assist with lead generation, qualification, and follow-up.
- Manage and update the CRM with prospects, clients, and activities.
- Prepare quotes, proposals, and business presentations.
- Contribute to the execution of the US marketing plan (market analysis, sector research, competitor benchmarking).
- Create, adapt, and update marketing collateral (presentations, datasheets, brochures).
- Manage digital communications (website, LinkedIn, newsletters).
- Organize US and international trade shows, webinars, and client events, including logistics and sales materials.
- Perform regular market studies and strategic reporting.
- Collaborate closely with Nawah France's sales team for projects, tool adaptation, and sharing best practices.
- Analyze the effectiveness of commercial and marketing actions (KPI tracking, reporting).
- Travel nationally and internationally (trade shows, client visits, team meetings).

Required qualities:

- Associate's degree or higher in Sales, Marketing, Business, or related field
- Previous experience as a sales assistant or in a similar commercial/marketing support role is a plus.
- B2B environment experience (industrial or tech sector desirable).
- Skilled in Office/Google suite, CRM tools, Canva, and professional social media.
- Customer-oriented, meticulous, team player, excellent written/oral communication, and strong organizational skills.
- Willingness to travel in the US and occasionally internationally.



Working hours:

- Monday to Friday
- 40 hours per week,
- Annual gross salary: 55,000 to 65,000 \$ (26.44 to 31.25 \$/hour)

Other reasons to join NAWAH:

- To join a dynamic and innovative company with a dual culture, French and American
- To participate in a challenging project for the market launch of a disruptive innovation.
- For the attention given to the well-being of employees,
- To enjoy a comprehensive set of benefits: medical, dental, vision insurance, life insurance, and a 401(k) with company contributions.
- 20 days PTO
- To have a significant impact on the industry of tomorrow.

Interested? Send your updated CV to: jobs@nawah.us