**Junior Business Plan Researcher and Writer**

Joorney specializes in the creation of **immigration and commercial business plans** and **documents such as investment studies, pitch decks,** and **financial models**. The majority of our services are provided to clients operating or aiming to operate in the North American and Australian markets.

You will join our team which consists of around 150 people in our offices in Belgrade, Novi Sad, Niš, Banja Luka, and Skopje. Through an intense learning process and ongoing communication with colleagues, you will have the opportunity to grow and advance by learning new business plan types and industries, and ultimately by managing your own projects.

**About You:**

* Outstanding **written English language** skills [fluency in other languages is a plus]
* **Bachelor’s degree** or a higher degree level [economics or a business-related degree is preferred]
* Competency in **Microsoft Office** [with a focus on Microsoft Word and Microsoft Excel]
* **Self-motivated** individual able to work **independently** and adhere to tight deadlines
* Ability to quickly go through **vast amounts of data** and cherry-pick the important data points

**As the Junior Business Plan Researcher and Writer, you will:**

* Properly understand the client’s **business model** via research and analysis of received documents and explain it in detail
* Assess major **industry trends** and conduct relevant **market research** to support the feasibility of the client’s business idea
* Conduct research on the competition and describe the client’s **competitive advantages**
* Define and describe the client’s current and predicted **organizational structure**
* Prepare **financial assumptions and projections** of the client’s business for the next five years
* Collaborate with Project Managers and Editors to determine writing **objectives** and **deadlines**, as well as to make **improvements** to the prepared deliverables
* **Revise** documents per the Editors’, Project Managers’, and clients’ requests

**Work Conditions:**

* **Full-time** job
* **Hybrid working policy**, which includes flexible working hours [beginning of each work day at any time between 10h and 14h] and choosing either work in *one of our offices* or *remote work*, which can be executed from your preferred location anywhere in the country
* **Private Health Insurance** as an added benefit after 6 months
* Mostly **short**, yet detailed and engaging projects
* A very **dynamic** and a **multitasking** environment
* Comprehensive **training**
* Timely and organized **performance reviews**

If this seems like the right job for you, we invite you to submit your resume to **apply@joorney.com**. Please submit your resume **in English language**.

Additional documentation is welcome, but is not mandatory and does not have to be in English.