



Collaborator “Customer service & Business Developer”

Who are we?

BlueTrees is a Fintech specialising in the optimisation of variable pay and employee share ownership. It offers employers of small, medium and large companies innovative, 100% digital and financially attractive solutions to motivate and retain employees.

Our core product is the Stock Option Plan, also known as the "warrants" plan.

The BlueTrees solution is unique in the market because it does not involve a bank intermediary. It is used by 250 companies, both listed and unlisted, who are very satisfied with the product and the quality of the service offered. The absence of an intermediary greatly simplifies procedures and cuts costs in half. Our products are endorsed by the tax authorities and the NSSO and are managed by a state-of-the-art IT platform that digitises operational flows.

To diversify and increase our product range, we have just developed an innovative and comprehensive employee shareholding offer which is a lever to foster growth and transformation of companies: improving economic performance, improving HR performance, aligning the interests of employees, the company and shareholders and pursuing a medium and long-term strategy.

To facilitate the implementation of such plans, a team of specialists offers first class legal assistance and our "BlueOption" software allows us to manage the operational process of own share plans (stock option plan, share purchase plan, profit-sharing, PSU, RSU) from A to Z.

In the current market, BlueOption is the only 100% Belgian software that can manage stock option plans in accordance with Belgian regulations, without unnecessary functionality or complexity linked to an Anglo-Saxon approach.

We are currently looking for a "Customer Service & Business Developer".

Job description:

As a Customer Service & Business Developer, you will be responsible for the implementation, administration and monitoring of stock option plans for our clients.

You will analyse the client's situation, propose the most appropriate solutions (legally and financially), draft the documentation of the stock option plan on the basis of existing models (Plan, Minutes of the AGM, Minutes of the Board of Directors, amendment of the articles of association, offer, etc.), if necessary, addenda to the employment contracts, make the necessary financial estimates, check the conditions of application, and more generally master all the technical, legal and financial aspects specific to stock options and employee shareholding more generally.

You will be in contact with clients and will be required to make presentations to employers and employees.

The tasks you will have to perform are:

- Drafting the service offer according to the specific situation of each client;
- Creating the option plans in our software and ensuring that they run smoothly;
- Drafting and proofreading documentation;
- Preparation of presentations for both the employer and the employee beneficiaries.
- Financial estimation and case-by-case analysis;
- Client contact including presentations to employers and employees.

You will be the first point of contact for the beneficiaries of the plans, and will assist them when necessary.

Your office will be located in Uccle (Fort Jaco).

If you possess:

- A degree in economics, law or similar and, if possible, professional experience;
- A desire to put the client at the centre of your concerns;
- A high level of ethics and reliability due to access to salary data from Belgian companies;
- Basic knowledge of financial matters;
- Good computer skills (Excel, Word, PowerPoint, etc.);
- Fluency in Dutch and French - oral and written;
- Good organisational skills, precision, and an emphasis on compliance with procedures;
- Dynamism, flexibility and proactivity.

... then you're our future "Customer Service & Business Developer".

We offer:

- A dynamic working environment where people and values are at the centre of attention.
- A very diverse role in which you can grow, be autonomous and expand your skills.
- Working with a young and fun team in complex matters that mix finance, law and IT.
- An attractive salary package (fixed and variable).

Do you want to join our team?

Please send your resume to françoise.plattebourse@bluetrees.be

Our website: <https://www.bluetrees.be>