

Junior Salesforce Administrator

Employment Type

Permanent

Base Salary

£ \$70,000 - £ \$80,000

Industry

Salesforce

Description

Who is Hiring?

I am looking for a Salesforce Junior Admin for my US based highly reputed non-profit organization. They recruit thousands of volunteers to mentor a high school student. They offer a structured and fulfilling volunteer opportunity for employees. My client has an exciting opportunity for a Junior Salesforce Administrator. You will play a key role in the growth of the organisation.

Key Responsibilities

- Use user acceptance testing and QA in a sandbox environment
- Create user accounts, profiles, roles, sharing rules, field security
- Know how to build permission sets, customize objects, fields/relationships, rules, triggers, processes and flows, page layouts
- Implement functional tests for security configurations and automated processes
- Build custom pages and functionalities with Visualforce or Lightning web components
- Act as subject matter expert and take in-person and virtual training sessions
- Take care of configuration, organization workflows, products, and projects

Requirements

- Over 1 year of experience in a Salesforce Administration
- Experience with data importing, export, and duplication
- Knowledge of troubleshooting functional and user data entry issues
- Support products using a ticketing system
- Ability to creating reports and dashboards
- Proficiency with Microsoft Office
- Should have University Bachelor Degree

Why You Should Not Miss This Opportunity

- Competitive salary based on performance
- Medical and dental coverage
- 18 days paid annual vacation + 13 paid holidays
- 401K match up to 4%

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Hiring organization

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Job Location

1178 Broadway, NY 10001, New York, New York, United States

Valid through

April 30, 2020

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