

HAY

RUNNER

Why join us?

HAY is where everyday designs are reimaged. Wherever we look, we discover design – and every piece we create is an answer to a question. Collaboration is at the heart of HAY. Drawing inspiration from art, architecture, and fashion, we work with the best international designers to experiment with new materials, new technologies, and new ideas. Our goal is to create affordable, long-lasting products that are highly considered, quietly forward-thinking, and relevant to real life.

Our purpose is to design for the good of humankind. It's the ideal we strive toward each day in everything we do. Being a part of HAY means being a part of something larger than your work team, or even your brand. We are redefining modern for the 21st century. And our success allows HAY to support causes that align with our values, so we can build a more sustainable, equitable, and beautiful future for everyone.

RUNNER

Based out of Zürich

Do you love being in contact with people, and always welcome people with a great attitude? Are you solution- and service-minded by nature? Do you thrive in a job where your structural and time management skills are being put into play? Do you want to gain experiences in the design industry? If yes, please read on!

At our vibrant Zürich showroom, you will become part of a warm and welcoming place where creative people meet. The showroom is home for a sales team consisting of three colleagues looking forward to welcoming you into the HAY family from September 2024, or as soon as possible hereafter.

About the job

As a Runner at HAY, you will be part of the HAY CH Sales Team supporting the Account Managers in a positive way. You will be responsible for practical tasks in relation to the showroom, ensuring a positive and pleasant experience for both visitors and HAY employees.

More specifically, your tasks will include

- Administrative & organizational Support
- Manage & maintain HAY showroom / office
- Manage sample & mockup requests
- Manage E-mail requests from contract dealers / A&D's
- Organize Training sessions & Showroom Events
- Provide product information to customers / A&D's
- Visit Architects & Dealers together with Sales Manager

The job is around 20 hours a week.

HAY

Are you the Runner we are looking for?

Role expectations

- You have strong structural, planning and time management skills
- Welcoming attitude and team player
- You are curious and interested in learning and developing
- You will maintain a comprehensive knowledge of HAY's product portfolio
- You are interested in design and want to further develop your skills

Experience / Interests required

- You could be studying Architecture / Scenography / Interior Design / Product Design
- Experience with similar roles would be beneficial
- Ready to work 3-4 mornings / afternoons per week

You want to be a part of HAY?

Then do not hesitate to send us your application and CV through our online portal as soon as possible and no later than Sunday, August 18, 2024. We evaluate candidates on an ongoing basis. Please be aware that we can only accept your application if it is submitted online: [Link to the application portal](#)

If you have any further questions regarding the position, please do not hesitate to contact us on office.ch@hay.com.

Who We Hire?

Simply put, we hire everyone. HAY is comprised of people of all abilities, gender identities and expressions, ages, ethnicities, sexual orientations, veterans from every branch of military service, and more. Here, you can bring your whole self to work. We're committed to equal opportunity employment, including veterans and people with disabilities.

