

prialto

turnkey solutions for
administrative services

- accelerate your career
- build your own team
- travel the world

Prialto's Ambassador Program

Are you ready for a career in international business? Prialto is looking for ambitious, recent college graduates to join our global Ambassador program with training in the US and abroad.

At Prialto's Burlingame headquarters, you'll work alongside colleagues who've earned their chops at institutions like Princeton's Woodrow Wilson School, Wharton, Yale Law School, Goldman Sachs, University of Oregon, Salesforce, J.P. Morgan, Allen & Overy and a range of successful startups. Our company and our team thrive on the entrepreneurial spirit that makes Silicon Valley so dynamic.

Training

The ambassador program begins at Prialto's headquarters in Burlingame, California where candidates will receive 3-6 months of training as an Ambassador Productivity Assistant (APA). APAs will work alongside colleagues and senior management to understand our business and our members' needs. These demanding executives will rely on APAs to drive important business processes, to keep them organized and to help them focus on growing their companies.

Global Posting

APAs who successfully complete their training will then be posted to one of Prialto's wholly-run service centers in Latin America or Asia. Overseas rotations last from 6-12 months and may be extended to a second year. In country, Ambassadors will act as liaisons for Prialto's engagement managers (EMs) and productivity assistants.

Upon their return from overseas, successful Prialto ambassadors will move on to either a full engagement manager role or join Prialto's sales or content marketing teams.

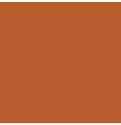
Ryan's Story

Our very first engagement manager, Ryan Kaldani went from his college graduation to managing a team of assistants at Prialto's Guatemala City center in just a year. As he explains it, his career trajectory "easily trumps" that of his classmates. "I still see people from my graduating class in internships or on decades-long paths to senior position. The level of responsibility and the nature of my projects are on a whole different level."

Ryan graduated from college as a business major, with concentrations in finance and marketing. Coming out of the University of Oregon, he knew what sorts of jobs he could look into, but still wasn't sure about what he wanted to do.

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Several summers spent at startups had taught him that he liked small companies with lots of responsibility. Beyond that, he was open to learning more.

At his Prialto interview with the two founders in a small Silicon Valley office, Ryan was struck by the potential for growth at the company. He came on as an intern and dabbled in a variety of projects. But within 6 short months, he was hired and sent to Guatemala to learn the ropes as a Prialto assistant. The 3 months there were a crash course in relationship building, cross-cultural communication and client services.

When he returned to the US, Ryan built the company's new management structure and processes for productivity assistants. Because he had spent more time in Guatemala than his colleagues, Ryan created Prialto's best practices around remote collaboration and provided valuable insights into the structure of Prialto's teams.

The valuable personal and company learning Ryan generated made him perfectly placed to open Prialto's center in Manila just a few months later. He now lives in the Philippines and works with clients, management and assistants in Guatemala and across the US.

The constant change is not for everyone, but as Ryan sees it, that's the best part!

"Being at Prialto allowed me to discover what I enjoy most – working with other people. When the door opened for me to dive into learning more, I embraced the opportunity. Just 18 months later, I've worked in three countries and managed entire offices on my own."

Why Prialto?

Prialto means “forward-thinking” and “above.” Our name describes both our proactive employees and the successful Prialto members we serve.

- Play to your strengths and interests - We offer the opportunity to engage in a broad range of activities while still giving you space to focus on what interests you most.
- Do a deep dive - We pride ourselves on digging into how and why certain processes and technologies work for our members. You'll be developing professional expertise at the cutting edge of industry standards.
- Be part of an international team – Prialto's global workforce gives you an opportunity to meet people from around the world and put your cross-cultural experience into practice.
- Take responsibility – Prialto has an intimate culture based on meritocracy, where good ideas always trump rank. We insist on input from every person on the team. We believe in empowering our people to take ownership of their work and their achievements. Even as a newbie, you'll be part of some of the central decisions about how we operate.
- Build a network - You'll get one-on-one mentorship and extensive responsibilities from day one. The work affords unparalleled exposure to some of the brightest thought leaders and senior executives in a variety of industries.

What is Prialto looking for?

We are looking for talented self-starters who have a passion for learning and productivity. Here at Prialto, every day brings new challenges and invites you to create new ways of working – for yourself and our members. Our staff needs to be nimble, methodical and constantly strive for improvement.

What Will You Learn?

The Prialto Ambassador Program offers accelerated business skills in a unique, cross-border environment. The program provides a strong foundation for those headed for an MBA or JD or those aiming for a career in international business.

Prialto ambassadors will gain unrivaled client service and direct management experience. As productivity experts and mentors, ambassadors will be exposed to thought leaders and executives in several industries. Ambassadors are immediately entrusted to make high-impact decisions on behalf of both Prialto and our members' companies – years before most of their classmates are ever put in such a position.

Post-Ambassadorship Opportunities

Prialto's senior management will support Ambassadors in entering leading graduate schools or finding suitable positions at Prialto's client companies and other leading Silicon Valley businesses.

The most successful Ambassadors will be asked to stay on at Prialto as Engagement Managers (EMs), Sales Representatives or Content Marketing Associates. A few, highly accomplished college graduates with significant, demonstrative leadership experience may begin their time at Prialto on an accelerated path to a Prialto EM role, straight out of college. Within months of graduation, you could be managing a team of several Productivity Assistants and consulting directly with Silicon Valley business leaders.



Sales at Prialto

Prialto's sales operations provide hands-on experience in relationship-based B2B selling. Prialto works with individual executives and small to mid-size businesses across the country to understand their pain points and craft distinctive, personalized solutions.

Kyle Dougherty, Prialto's current Sales Development Representative, describes it as "a truly consultative sales experience that provides a wide-ranging view of new and groundbreaking companies."

And the best part? Our commitment to removing administrative hurdles begins in-house. Prialto's sales team actively builds and optimizes our processes to offload sales admin and database management to our Productivity Assistants.

Content Marketing at Prialto

Prialto strives to be the leading administrative services firm for business enterprises. Our content marketing is designed to showcase our team's expertise. Prialto's blog, website, ebooks and case studies position us as thought leaders on sales team productivity, CRM optimization and global workforce issues.

Prialto Ambassadors who have demonstrated exceptional communication, data analysis and multimedia skills may move on to join the content marketing team as associates. "Prialto's marketing approach is based on solid know-how instead of flashy gimmicks. Our online spaces are wide open for fresh, innovative thinking," says Neha Singh Gohil, our Director of Knowledge Management.



Mission & Values

Our Social Mission

Prialto's mission is to "improve life" by connecting global talent with the people who can most use it. Functioning within the human cloud enables all our members and employees to work globally while joining cutting-edge industries in their home cities.

Over the years, we have witnessed firsthand how leveraging a distributed, global workforce can uplift both customers and employees regardless of their locations. In the countries where we operate, Prialto's style of work leads the trend. That's because our assistants get extensive training in many industries. We offer meaningful work with a clear path for advancement. And working for Prialto builds marketable international-business skills good for launching any modern career.

Our Core Values

Prialto's team is tied together by our **COILS** - core values that are at the heart of everything we do. These principles ensure the highest levels of service for our customers and create a positive work environment for our staff.

COMMITMENT: We always jump in to projects with both feet. We work together with our complete focus.

OWNERSHIP: We each take responsibility for collective success. We don't believe in just trying. We make sure to get things done.

INTEGRITY: We place a premium on honesty, honorable intention and transparency. We believe in doing the right thing, even when that may be difficult.

LEARNING: Our people have a deep, intrinsic curiosity about the world, wrapped in a strong desire to continually improve our skills.

SERVICE: We never forget that we exist to improve the lives of our members and our teammates.

What is Prialto?

Prialto is reinventing professional administrative services for today's lean, efficient businesses. As in-house staff decreases, busy executives are increasingly getting bogged down in administrative and logistical work. Overflowing inboxes, database management and scheduling ping-pong all need to get done, but not at the expense of growing the business.

Prialto's goal is to improve the lives of our members by putting hours back in their days. Specifically, we

- (a) advise members on how to streamline their processes to boost productivity and
- (b) execute on our advice by providing each member with a Prialto Productivity Assistant who will offload administrative work from the members' plate.

We develop the processes for delegation and we hire, manage and train the assistant. We combine the best of people, process and technology to personalize and boost our clients' workflow for them.

To learn more and apply go to www.prialto.com

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