



Archbee Jobs

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1. What we want from you

Our SaaS product helps software development & product teams build better software through fantastic documentation.

Responsibilities

We're an early-stage startup looking for clear thinkers to join our mission of making documentation & async communication easy & popular.

If you're associating with the skills below, don't hesitate to reach out even if we don't have an open position for you.

Thoughtful problem-solving

For you, problem-solving starts with a clear and accurate understanding of the context. You can decompose tricky problems and work towards a clean solution, by yourself or with teammates. You're comfortable asking for help when you get stuck.

Ability to scale

You have experience scaling production software to support rapid growth or are motivated and excited to learn.

Pragmatic and business-oriented

You are about business impact and prioritize projects accordingly. You're not just going after cool stuff—you understand the balance between craft, speed, and the bottom line.

Put users first

You think critically about the implications of what you're building and how it shapes real people's lives. You understand that reach comes with responsibility for our impact—good and bad.

Not ideological about technology

To you, technologies and programming languages are about tradeoffs — there is no `best`. You may be opinionated, but you're not ideological and can learn new technologies as you go.

Empathetic communication

You communicate nuanced ideas clearly, whether explaining technical decisions in writing or brainstorming in real-time. In disagreements, you engage thoughtfully with other perspectives and compromise when needed.

Team player

For you, work isn't a solo endeavor. You enjoy collaborating cross-functionally to accomplish shared goals and care about learning, growing, and helping others do the same.

2. GROWTH

2.1. Account Executive

Our SaaS product helps software development and product teams build better software through fantastic documentation.

Archbee is an early-stage seed startup looking for doers with clear thinking to join our mission of making documentation & async communication easy and popular.

At Archbee, we value your ideas when you execute them. Instead of saying: "I think we should do..." instead, come and say, "I tried this, and it worked; we should do it more," or "I tried this, and it didn't work, but we learned something." That's STRONG and brings value to our work!

To support and accelerate our growth, we are hiring an Account Executive to help the existing team execute the Go-to-market strategy. This role will be a critical driver in converting existing signups to revenue.

About You

You are analytical, creative, and a self-starter. You write and speak English very well to conduct calls with prospects.

You have empathy toward our customers and team members and a test-and-learn mindset. You are humble, can prioritize aggressively, and are eager to roll up your sleeves. Above all, you believe in our mission to unlock documentation as a growth driver for software companies, and are excited to share that story with the world.

Responsibilities

- Own the existing flow of new signups to help them find value in the product.
- Manage the requests for a demo from prospective clients or users.
- Unearth new sales opportunities by identifying existing accounts with potential and finding the right person to expand the account.
- Comfortable networking in social channels to discover new opportunities and connect with the right persons in the target audience.
- Manage the entire sales cycle, from onboarding new users to securing a deal.
- Provide professional after-sales support to maximize customer experience.
- Remain in regular contact with your clients to understand and meet their needs with the goal of upselling.
- Respond to complaints, resolve issues to the customer's satisfaction, and maintain the company's reputation.
- Keep updated records of sales and data in the CRM.

Requirements

- Fluent/Native level of English - both written and spoken.
- Product savvy - able to learn Archbee products to answer most questions from prospects and conduct product demos.
- Skilled with using HubSpot CRM and other sales tools.

- Customer-centric attitude with a hunter mentality.
- Previous experience in relevant sales positions with proven sales targets, such as SDR, inside sales, outbound, or similar sales positions.
- Results-driven and target-driven attitude.
- Team player attitude - collaborate with the existing growth team to drive results across the entire funnel.
- Technical Savvy - comfortable learning technical concepts.

What we offer

- competitive industry-level salary
- remote work and asynchronous communication environment
- growth opportunities as the company scales
- 25 days of paid time off annually
- a healthy 40-hour workweek
- significant stock options as an early-stage employee

Hiring Process

- 30-minute interview conducted by a senior team member
- take-home exercise, if applicable (paid)
- a virtual session with the founder, 2 hours in total
- reference call

How to apply?

Send us your CV at support@archbee.com and answer the following two questions in the email body.

- Why did you decide to apply for this role at Archbee?
- What makes you an excellent fit for the Account Executive role at a B2B SaaS startup?

2.2. Marketing Specialist

Our SaaS product helps software development and product teams build better software through fantastic documentation.

Archbee is an early-stage seed startup looking for doers with clear thinking to join our mission of making documentation & async communication easy and popular.

At Archbee, we value your ideas when you execute them. Instead of saying: "I think we should do..." instead, come and say, "I tried this, and it worked; we should do it more," or "I tried this, and it didn't work, but we learned something." That's STRONG and brings value to our work!

We are hiring a Marketing Specialist to help the existing team execute the Go-to-market strategy to support and accelerate our growth. This role will be a critical driver to growing the signups and revenue.

About You

You are analytical, creative, and a self-starter. This isn't your first rodeo - you've been part of successful SaaS B2B marketing teams and have leveraged a combination of skills and tactics to contribute to the growth of a robust marketing funnel. You understand that marketing is accountable to a metric tied directly to business growth (revenue).

You have empathy toward customers and team members and a test-and-learn mindset. You are humble, can prioritize aggressively, and are eager to roll up your sleeves. Above all, you believe in our mission to unlock documentation as a growth driver for software companies, and are excited to share that story with the world.

Responsibilities

- Work with the growth team on weekly, monthly, and quarterly priorities to drive results.
- End-to-end ownership of the assigned projects by planning and executing the growth programs — including implementation, testing, optimization, reporting, and analysis.
- Proactive in exploring new channels or improving existing ones by being hands-on.
- Monitor KPIs and own reporting to communicate performance and analyses to the broader team effectively.
- Partner closely with the growth and product team on processes and best practices to translate demand into qualified signups.

Requirements

- 2+ years of experience in a demand generation or marketing operations function within the B2B technology space. **SaaS experience is required.**
- Hands-on experience with campaign building & execution, audience segmentation, email marketing, landing pages, and reporting.
- Proven ability to drive alignment across the entire funnel (we use the AARRR framework).
- Experience with marketing automation and CRMs (ideally HubSpot or Customer.io).
- Experience working in a fast-paced environment.

What we Offer

- competitive industry-level salary
- remote work and asynchronous communication environment

- growth opportunities as the company scales
- 25 days of paid time off annually
- a healthy 40-hour workweek
- significant stock options as an early-stage employee

Hiring Process

- 30-minute interview conducted by a senior team member
- take-home exercise, if applicable (paid)
- a virtual session with the founder, 2 hours in total
- reference call

How to apply?

Send us your CV at support@archbee.com and answer the following two questions in the email body

- Why did you decide to apply for this role at Archbee?
- What makes you an excellent fit for the Marketing Specialist role at a B2B SaaS startup?

2.3. Customer Success Manager

Our SaaS product helps software development & product teams build better software through fantastic documentation.

We're an early-stage startup looking for doers with clear thinking to join our mission of making documentation & async communication easy & popular.

To support and accelerate our growth, we are hiring an experienced Customer Success Manager to develop and own our end-to-end demand generation strategy and execution. This role will be a critical driver to growing our pipeline and bookings.

About You

You are analytical, creative, and a self-starter. This isn't your first rodeo as a Success Manager - you've successfully onboarded and maintained customer relationships. You've previously been held accountable to a metric tied directly to business growth.

You have empathy towards our customers and team members and a test-and-learn mindset. You are humble, can prioritize aggressively, and are eager to roll up your sleeves. Above all, you believe in our mission to unlock documentation as a growth driver for software companies, and are excited to share that story with the world.

Responsibilities

- Own the customer experience after the sale succeeds
- Onboard larger teams into our product through calls, demos, or email
- Interview customers to draw insights for our product marketing process
- Keep a tight relationship with them so that they buy again when the annual renewal comes
- Monitor KPIs and own reporting to effectively communicate performance and analyses to the broader team and leadership
- Lead the evolution of our CS tech stack as our go-to-market function scales
- Partner closely with our sales & marketing people on processes and best practices to translate more customers being successful with our product

Requirements

- 4+ years of experience in a customer success role within the B2B technology space;
- SaaS experience is required;
- Hands-on experience onboarding, upselling, and maintaining customer relationships;
- Ability to drive alignment across marketing and sales teams
- Experience working in a fast-paced startup environment

What we offer

- competitive industry-level salary
- remote work and asynchronous communication environment
- growth opportunities as the company scales
- 25 days of paid time off annually
- a healthy 40-hour workweek

- significant stock options as an early-stage employee

Hiring Process

- 30-minute technical interview conducted by a senior team member
- take-home exercise, if applicable (paid)
- a virtual session with the founder, 2 hours in total
- reference call

2.4. Product Marketing Manager

Our SaaS product helps software development & product teams build better software through fantastic documentation.

We're an early-stage startup looking for doers with clear thinking to join our mission of making documentation & async communication easy & popular.

To support and accelerate our growth, we are hiring an experienced Product Marketing Manager to drive our solution's product positioning, messaging, market education, and sales enablement. This role will be a critical driver to growing our pipeline and conversion.

About You

You are analytical, adaptable, and an excellent communicator. This isn't your first rodeo as a product marketer - you've successfully developed and brought differentiated messages to market. You prioritize aggressively and are comfortable with asking "why."

You have empathy towards our customers and team members and a test-and-learn mindset. You are humble, can prioritize aggressively, and are eager to roll up your sleeves. Above all, you believe in our mission to unlock documentation as a growth driver for software companies, and are excited to share that story with the world.

Responsibilities

- Develop and evolve the product positioning and messaging for Archbee
- Lead and execute multi-channel launches from conception through to post-launch measurement and reporting
- Partner with product, customer success, and sales to define and own our sales enablement materials to increase win rates and sales velocity
- Drive our segmentation and voice of customer efforts through market research, analysis, and customer interviews so we can be positioned to win.
- Partner with content marketing and demand generation to define and execute pipeline generation programs and develop high-value thought leadership pieces (white papers, webinars).

Requirements

- 3+ years of product marketing experience within the B2B technology space. SaaS experience is required
- World-class writing skills across different mediums, from ad and web copy to one-pagers and white papers.
- Demonstrated experience developing high-impact, value-based messaging across different customer segments.
- Strong analytical skills. You enjoy synthesizing data, discerning user insights and developing market research
- Proven ability to drive cross-functional collaboration with sales, marketing, product, and customer success stakeholders

What we offer

- competitive industry-level salary
- remote work and asynchronous communication environment
- growth opportunities as the company scales
- 25 days of paid time off annually
- a healthy 40-hour workweek

- significant stock options as an early-stage employee

Hiring Process

- 30-minute technical interview conducted by a senior team member
- take-home exercise, if applicable (paid)
- a virtual session with the founder, 2 hours in total
- reference call

3. PRODUCT

3.1. Product Manager

Our SaaS product helps software development & product teams build better software through fantastic documentation.

We're an early-stage startup looking for doers with clear thinking to join our mission of making documentation & async communication easy & popular.

About You

You are analytical, creative, and a self-starter. This isn't your first rodeo - you've successfully built software before and have leveraged a combination of hard and soft skills to succeed and help the org succeed.

You have empathy towards our customers and team members and a test-and-learn mindset. You are humble, can prioritize aggressively, and are eager to roll up your sleeves. Above all, you believe in our mission to unlock documentation as a growth driver for software companies, and are excited to share that story with the world.

Responsibilities

- Define product strategy and new features to support the company's business needs and goals.
- Determine customer needs and study market trends to improve our products continuously.
- Communicate project scopes and decisions affecting product delivery to relevant stakeholders and local and international departments.
- Maintain a critical perspective to drive revisions and extensions for existing products and solutions.
- Work closely with our engineering and design teams to facilitate the rapid and accurate development of new products and features.
- Ensure post-release success by monitoring product metrics and KPIs and taking appropriate actions based on performance data.
- Serve as a product expert across the organization to assist the Sales, Marketing, and Ops departments.

About You

- At least two years of experience as a Software Product Manager or a Product Owner.
- Excellent communication skills with high proficiency in English.
- A Bachelor's Degree in Computer Science or a related technical field.
- Experience as a software developer is a significant advantage.

What we offer

- competitive industry-level salary
- remote work and asynchronous communication environment
- growth opportunities as the company scales

- 25 days of paid time off annually
- a healthy 40-hour workweek
- investment day (aka Google's 20% rule): in addition to regular projects, we encourage our employees to spend Fridays working on what they think will most benefit Archbee
- work with the latest technologies on a new codebase
- significant stock options as an early-stage employee

Hiring Process

- 30-minute technical interview conducted by a senior team member
- take-home exercise, if applicable (paid)
- a virtual session with the founder, 2 hours in total
- reference call

3.2. Software Engineer (x2)

Our SaaS product helps software development & product teams build better software through fantastic documentation.

We're an early-stage startup looking for doers with clear thinking to join our mission of making documentation & async communication easy & popular.

About You

You are analytical, creative, and a self-starter. This isn't your first rodeo - you've successfully built software before and have leveraged a combination of hard and soft skills to succeed and help the org succeed.

You have empathy towards our customers and team members and a test-and-learn mindset. You are humble, can prioritize aggressively, and are eager to roll up your sleeves. Above all, you believe in our mission to unlock documentation as a growth driver for software companies, and are excited to share that story with the world.

Desired Skills

- TypeScript, React, and Node.js
- Have a passion for writing code and debugging
- Productivity-focused individual
- Understand the scrappy startup mentality and how to get from A to B through your research

Dev Stack

- Frontend: TypeScript, React, Next.js, Emotion, Tailwind.css, Slate.js
- Backend: TypeScript, Node.js, Redis, Elasticsearch, MySQL
- Infrastructure: AWS & Google Cloud
- Code: GitHub, AWS Pipelines

What we offer

- competitive industry-level salary
- remote work and asynchronous communication environment
- growth opportunities as the company scales
- 25 days of paid time off annually
- a healthy 40-hour workweek
- work with the latest technologies on a new codebase
- significant stock options as an early-stage employee

Hiring Process

- 30-minute technical interview conducted by a senior team member
- take-home exercise, if applicable (paid)
- a virtual session with the founder, 2 hours in total

- reference call

3.3. UI/UX Designer

Our SaaS product helps software development & product teams build better software through fantastic documentation.

We're an early-stage startup looking for doers with clear thinking to join our mission of making documentation & async communication easy & popular.

About You

You are analytical, creative, and a self-starter. This isn't your first rodeo - you've successfully built user interfaces that users love before and have leveraged a combination of hard and soft skills to succeed and help the org succeed.

You have empathy towards our customers and team members and a test-and-learn mindset. You are humble, can prioritize aggressively, and are eager to roll up your sleeves. Above all, you believe in our mission to unlock documentation as a growth driver for software companies, and are excited to share that story with the world.

Responsibilities

- A UI/UX (User Interface/User Experience) designer is responsible for creating visually appealing and user-friendly digital interfaces that meet the needs of end-users. Here are some of the key responsibilities of a UI/UX designer:
- Understanding user needs: A UI/UX designer must understand the needs of users by conducting user research, gathering feedback, and analyzing data. They should be able to empathize with users and understand their goals, motivations, and pain points.
- Creating wireframes and prototypes: Based on user needs and research, a UI/UX designer creates wireframes and prototypes that demonstrate the layout, functionality, and user flow of a digital product.
- Designing visual elements: Once wireframes and prototypes are approved, a UI/UX designer designs visual elements such as color schemes, typography, and imagery that align with brand guidelines and enhance the user experience.
- Collaborating with developers: A UI/UX designer collaborates with developers to ensure that designs are implemented effectively and that the final product meets user needs and design requirements.
- Conducting usability testing: A UI/UX designer conducts usability testing to ensure that the product is user-friendly and meets the needs of end-users.
- Staying up-to-date with design trends and best practices: A UI/UX designer keeps up-to-date with design trends and best practices to ensure that their designs are innovative and effective.
- Overall, a UI/UX designer's main responsibility is to create a seamless and engaging user experience that meets the needs of end-users while also aligning with business goals and objectives.

About You

- At least two years of experience as a UI/UX Designer
- You have created user interface for software as a service companies (SaaS)
- Excellent communication skills with high proficiency in English

What we offer

- competitive industry-level salary
- remote work and asynchronous communication environment

- growth opportunities as the company scales
- 25 days of paid time off annually
- a healthy 40-hour workweek
- work with the latest technologies on a new codebase
- significant stock options as an early-stage employee

Hiring Process

- 30-minute technical interview conducted by a senior team member
- take-home exercise, if applicable (paid)
- a virtual session with the founder, 2 hours in total
- reference call