

## JOB DESCRIPTION

**Position Title:** Business Developer  
**FLSA Status:** Exempt, Salaried  
**Reporting Relationship:** Reports to the Vice President of Sales

### Position Summary

This position is responsible for the sale of the organization's products and services in the applicable market. The Business Developer will play an instrumental role in the connection between our clients; listening, consulting and building trust-based relationships in order to ensure that our clients are satisfied.

### Essential Functions

The essential functions include, but are not limited to the following:

- Develops and increases sales revenue to meet and exceed assigned targets.
- Keeps informed of new products, services, and other general information of interest to customers. Checks on competitive activity and develops new ways to increase revenue.
- Works closely with Sales Team and Branch Director of Operations to develop and implement business plans.
- Gathers and analyzes customer needs and interests; builds strong business relationships and provides solutions to challenges
- Provides customers with clear and easy to understand information pertaining to all of our high quality services
- Delivers and follows up on bid packages to ensure that clients have enough information to make an informed decision
- Successfully communicates Company's commitment to quality and customer service
- Maintains open lines of communication with internal staff
- Troubleshoots problems regarding products and services provided. Answers questions from customers and handles complaints.
- Assists with the planning of sales exhibits. Attends trade shows. Participates in education and training conferences on selling and marketing programs.
- Performs other job-related duties and responsibilities as may be assigned from to time.

### Minimum Qualifications

PLEASE NOTE: We strongly prefer candidates who (1) have worked in the commercial cleaning industry and have demonstrable OUTSIDE sales experience (2) have a track record of contract sales, and (3) know the territory. Secondly, we prefer candidates who have long-term contract sales experience selling to commercial property management in similar industries, such as: waste management, landscaping, janitorial, maintenance or uniform contract sales.

*Qualifications listed below are preferred or desired unless specifically stated otherwise.*

- At least 3-5 years business to business commercial contract sales experience in the service industry
- Demonstrated problem solving and negotiation skills.
- Proven track record of successfully meeting sales goals
- Bachelor's Degree or equivalent experience.
- Experience managing multiple projects and able to multi-task

- Excellent oral and written communication skills
- Proficient with computer software programs including MS Office Suite
- Excellent formal presentation skills before both small and large groups
- A demonstrable capacity to keep abreast of new trends, client needs and possible new opportunities for our products and services
- Experience with small single site sales as well as large multi-site/more complicated sales.

Interested persons should apply today to be considered for this exciting opportunity. We offer a competitive compensation package and a business culture that rewards performance, including paid time off, health benefits and a 401(k) plan. We are committed to recruiting and retaining the best talent in the industry.

For more information about this and other jobs, please visit [www.corporatecare.com](http://www.corporatecare.com)

We are drug free and an EOE by choice.