



CAREERS

Associate Business Development Manager

The Associate Business Development (BD) Manager, under the direction of the BD Manager, is primarily responsible for building key customer relationships with new clients as outlined by the company's strategy. The Associate BD Manager is responsible for acquiring, expanding, and maintaining sales accounts. This role involves increasing company revenue by generating sales from new customers and supporting the sales process with existing customers. He/she will also work with sales channels to raise awareness of company offerings and initiate new business ventures to increase market share and meet fiscal goals.

Qualifications and Education Requirements

- Postsecondary degree or diploma in business, marketing, economics, or a related field.
- Minimum of five (5) years' account development and direct sales experience in commercial and institutional construction industry.
- Proven understanding of the industry, project delivery methods, and area of service.
- Excellent organizational, strategic, planning, and implementation skills.
- High level of critical and logical thinking and reasoning to identify underlying principles and facts.
- Strong analytical and research skills.
- Excellent interpersonal and relationship management skills.
- Excellent attention to detail and a high degree of accuracy.
- Ability to recognize personality profiles and adjust selling strategies dependent on the profile of the client.
- Strong presentation, written and oral communication skills.
- Able to interact effectively with management, the public, and staff.
- Computer literacy, including effective working skills of MS Office and CRM.
- Ability to follow through and complete overlapping projects.
- Competitive edge to drive team success while delivering on sales goals.
- Ability to execute and produce effective BD proposals and presentations with minimum guidance.
- Valid Driver's License and clean three-year driver's abstract.

Responsibilities

- Build key customer relationships with new clients.
- Network within defined market sectors or geographic areas to ensure continual opportunities for business growth.
- Conduct research to identify potential clients.
- Identify business opportunities, generate leads, and seek out partnerships.
- Stay up-to-date on the company's current service offerings.
- Attend industry functions and provide feedback and information on emerging trends.
- Use knowledge of the market and competitors to identify and develop the company's unique selling propositions and differentiators.
- Target new business sales opportunities.
- Promote and maintain the organization's brand image and identity within the marketplace.
- Provide input and assist in development of presentations and other marketing collateral.
- Analyze, assess, and document client results to ensure customer needs are being met.
- Promote awareness of new products and services to accounts.
- Achieve annual sales results for negotiated Construction Management and Design Build work.
- Maintain a funnel of qualified prospects and focus pursuits.
- Effectively execute and produce BD proposals and presentations.

Working Conditions

- Manual dexterity required to operate computer and peripherals
- Local ravel required
- Driving of a company vehicle
- Evening or weekend work may be required

To apply, please send resumes to careers@jen-col.com or through our website's careers portal <http://jen-col.com/career-opportunities>