



## **Business Development Representative**

**Company Overview:** Ashcom Technologies Inc is a premier developer of business system software and related mobile and Web technology solutions servicing a variety of industries. Ashcom is currently seeking a business development representative to join its growing, fast-paced company. This position has specific emphasis on problem solving, customer assistance, and sales in a small team environment working from the offices in Ann Arbor, Michigan.

**Description:** Business Development Representative

**Job Purpose:** Builds market position by prospecting, locating, developing, defining, negotiating, and closing business relationships.

### **Job Duties:**

- Identifies opportunities by researching industry and related events, publications, and announcements.
- Locates or proposes potential business deals by contacting potential partners; discovering and exploring opportunities.
- Closes new business deals by coordinating prospect requirements to align with Ashcom's product offerings.
- Protects organization's value by keeping information confidential.
- Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- Foster and maintain relationships with potential clients.
- Field in-bound calls, emails and other communication from customers.
- Consistently meet sales goals.
- Mediate between client and internal departments to accomplish sales goals.
- Possess significant sales and customer service experience.
- Organized and able to keep copious notes for a multitude of clients/potential clients as well as strong attention to detail.
- Possess excellent verbal, written, interpersonal and customer service skills.
- Ability to multitask in a fast-paced and quickly changing environment, with a take-charge approach to getting things done.
- Capacity to quickly absorb and apply knowledge gained through classroom training, documentation, and independent study.
- Other duties as assigned.

**Skills/Qualifications:** Closing Skills, Motivation for Sales, Prospecting Skills, Sales Planning, Selling to Customer Needs, Territory Management, Market Knowledge, Presentation Skills, Energy Level, Ability to Meet Sales Goals, Professionalism, Prior Software Sales Experience.