

JOB REQ.#: 2019-QCIC-046

POSTING TITLE: Manager, Business Development, Centre for Education and Training

HIRING DEPARTMENT: Administration

TERMS OF EMPLOYMENT: Full Time Regular

REPORTING TO: Chief Operations Officer

LOCATION: Mississauga - 50 Burnhamthorpe Road West

START DATE: July 1, 2019

END DATE:

SALARY: 0.00 - 0.00, Annual

LENGTH OF (CONTRACT)

BENEFITS: Yes

NO OF POSITIONS: 1

<p>SUMMARY:</p>	<p>TCET has a new role for the right outside sales professional. We are looking for a dynamic, high-performing Sales Representative with experience in the Not-for-Profit sector to develop partnerships with Corporations and Businesses over the phone, by email, and via web-based presentations. You will be responsible for developing and managing a client book and proactively reaching out to ensure client acquisition/satisfaction/retention while continuously hunting and closing new opportunities. The ideal candidate brings a subtle approach and understanding of both how the NFP world operates and how Corporate entities can support or sponsor programs and activities. This is a start-up department so the ability to forge new relationships and convert opportunities will be paramount.</p>
<p>DUTIES & RESPONSIBILITIES:</p>	<ul style="list-style-type: none"> • Work with management to establish sales objectives that align with corporate goals and budget forecasts • Create detailed business plans to facilitate the attainment of goals and quotas • Develop a balanced sales funnel, managing all steps of the sales process from targeting opportunities to negotiating final contracts and continually meeting established objectives. • Unearth new sales opportunities through networking and turn them into long term financially viable partnerships. • Create, maintain, and improve contact management database including key contacts and target accounts. • Provide documented activity reports of your sales efforts on a daily, weekly and monthly basis • Provide ongoing reporting and analysis, including: territory trending, sales reports/analysis, spending analysis, expense reports, etc. • Ensure a high level of customer satisfaction maintaining close contact with all customers – including follow up on concerns or other issues • Follow all company policies, ethics and company procedures • Remain in frequent contact with the clients in order to understand and stay abreast of their needs • Respond to complaints and resolve issues to ensure customer satisfaction and the preservation of the company's reputation • Other responsibilities as assigned
<p>QUALIFICATIONS:</p>	<ul style="list-style-type: none"> • Post-secondary education in business preferred • Canadian Professional Sales Association designation • Minimum 7-10 years of experience in sales including 2-3 years of experience in the not for profit world • Knowledge of market research, competitive analysis, sales and negotiating principles • Drive for success is essential • Extremely organized, flexible, proactive and creative • Excellent communication/presentation skills and ability to build relationships • PC competency in PowerPoint, Word and Excel program • Possession of a valid license and a suitable vehicle (significant travel required) • Excellent organizational and time-management skills • Self-motivated; self-aware; self-disciplined • Strong business acumen • Enthusiastic and passionate

OTHER DETAILS:

Salary: TBD

Thank you in advance for your interest. Only those candidates selected for interviews will be contacted.

OUR AODA COMMITMENT: The Centre for Education & Training (TCET) is committed to accessibility in employment and to ensuring equal access to employment opportunities for candidates, including persons with disabilities. In compliance with AODA, TCET will endeavour to provide accommodation to persons with disabilities in the recruitment process upon request. If you are selected for an interview and you require accommodation due to a disability during the recruitment process, please notify the hiring supervisor upon scheduling your interview.