

## Sales Executive/Business Development Executive

Our growing business is seeking a **Sales Executive/Business Development Executive** to increase sales and maintain successful relationships in defined United States territory.

The successful candidate will be responsible for establishing contact with existing customers, identifying new opportunities, and following up on potential leads. The Business Development Executive must maintain a thorough understanding of the **beMatrix** products and efficiently guide customers & prospects through the purchase process. They are responsible for managing their assigned territory to meet sales goals.

If you have a successful proven sales track record in the exhibit building or related industry in outside sales and a desire to expand your career, we want to hear from you.

Ultimately, you will boost sales and contribute to our long-term business growth.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Identify potential clients in the target market and complete appropriate research on the prospective client's business needs
- Researching the needs of other companies and learning who makes decisions about purchasing
- Develop relationships with prospective clients, while maintaining existing client relationships
- Negotiate contract terms with clients and communicate terms to stakeholders
- **60% Travel Required**
- Collaborate with account management, design and production teams to ensure contracted product specifications are executed on-time and as agreed
- Become a subject matter expert on our business products, processes and operations, and remain up-to-date on industry news
- Expedite the resolution of customer problems and complaints to maximize satisfaction
- Contacting potential clients via email, phone & in person to establish rapport and set up meetings
- Schedule & execute in person sales presentations & product demonstrations with clients & prospects
- Ensures all sales presentations are made in a manner consistent with sales training, with care taken to be professional, honest and within sales policy guidelines
- Maintain up-to-date sales activity documentation, sales records & client records within company database
- Effective management of travel & entertainment budget
- Attend industry Tradeshows and Events as required
- Performs other related duties as needed or assigned

## QUALIFICATIONS

- Bachelor's degree or equivalent work experience in related field
- 3+ years of consistent, demonstration of meeting or exceeded sales goals in exhibit building or related industries
- Excellent verbal and written communication skills, including facilitation of group presentations
- Proficiency in Microsoft Office applications, including Outlook, Word, Excel and PowerPoint and CRM software
- Basic understanding of the industry, with the ability to become a subject matter expert on the job
- Ability to lift 15-25 lbs
- Excellent problem-solving skills required
- Ability to work independently while still maintaining strong ties throughout organization
- Ability to operate with the highest level of confidentiality and discretion

If you feel you qualify for this position, please email your resume to: [L.Stauder@bematrix.us](mailto:L.Stauder@bematrix.us)

For more information about the company, please visit: [www.bematrix.us/us/about-us/](http://www.bematrix.us/us/about-us/)

**beMatrix, USA is DRUG FREE WORKPLACE** and an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

We offer full benefits, including health, dental, vision, PTO, and 401(k).

Join a fast paced, Inc 5000 growing team in the exhibition industry. beMatrix USA produces award winning exhibit systems, marketed through a dealer channel in the North American tradeshow market.