



**Position:** Business Development Director Northeast US Region

**Department:** Sales

**Classification:** Exempt

**Work Schedule:** This is a full-time position. Days and hours of work are Monday through Friday, 8:00 am to 5 pm. This position may require additional hours as needed.

**Reports To:** Chief Commercial Officer

**Direct Reports:** 0

**Location(s):** US Northeast

**Travel:** 80%

**Summary of Position:** The Business Development Director is responsible for growing revenue of assigned accounts and developing new accounts to deliver the desired sales goals. This position will be responsible for initiating, maintaining, and developing the assigned accounts and driving incremental revenue from these accounts.

**Duties and Responsibilities:**

- Responsible for managing and growing territory
- Develop relationships with key decision makers
- Responsible for meeting and exceeding assigned revenue quota
- Identifies strategic incremental revenue priorities and opportunities among customers assigned by region by use of data, site communication and category information
- In conjunction with the Chief Commercial Officer, the Business Development Director will lead the team in contract negotiation.
- As part of communicating progress and performance, the Business Development Director will provide weekly, monthly, quarterly, and annual reports, including sales projection information. Accurate, real time progress information will be updated in company CRM (Microsoft Analytics – SalesPro)
- Develop and/or maintain databases of customer information
- Maintain/develop relationships across the organization to best utilize all the tools and resources available to increase efficiencies and ease of use
- Maintain knowledge of industry trends, concepts, practices, and products
- Perform any special tasks that may be assigned which will contribute to the achievement of the Company's strategic objectives
- Follow and abide by company brand standards and guidelines

**Minimum Qualifications:**

- Bachelor's degree
- Minimum of 5 years in Sales or Business Development roles
- Experience with CRM and standard sales reports
- Experience working from home office

**Preferred Qualifications:**

- Energy industry experience (i.e. utility, facility management, oil & gas, etc.)
- Reside in a Northeastern US state, such as CT, VT, PA, NJ, etc.

**Competencies:**

- Customer/Client Focus
- Exhibits strong ability to anticipate needs and proactively seek to identify new opportunities
- Excellent oral and written communication skills

- Performance Management
- Business Acumen
- Proven Initiative
- Results Driven
- Organizational Skills
- Presentation Skills
- Ability to work both independently and as a collaborative team member while managing one's time

**Working Conditions:**

- Standard office hours, Monday through Friday, although longer hours may occasionally be required to meet deadlines
- Hours may also be longer when off-site at customers' premises or at conferences.
- Travel and valid driving license required. You may be provided a company car depending on availability.
- Standard business dress is expected

**Physical Requirements:**

Able to travel by plane and automobile.

*Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.*

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