

Job Title: Government Business Development Representative

Division/Department: Sales

EEO Classification: First/Mid Offs & Mgrs

Location: Omaha, NE

Employment Status: Full Time

FLSA Status: Exempt- exempt from overtime

Summary of Position

The Government Business Development Representative is responsible for increasing sales of Outlook's janitorial paper products to the Federal Government in an assigned territory. This individual is growth oriented, focusing most of their working hours on prospecting and qualifying leads, advancing opportunities in their pipeline, and closing new sales.

Essential Duties and Responsibilities

1. Collaborate with the sales team to develop and implement aggressive sales plan(s) for assigned territory
2. Prospect for new business opportunities via warm calls, e-mail, and monitoring of active solicitations
3. Develop mutually beneficial relationships with key partners in the janitorial manufacturing supply chain, including distributors and wholesalers
4. Manage, monitor, and record sales activity and provide routine progress updates to the sales team and Director
5. Be a subject matter expert on the AbilityOne program and educate stakeholders about trends impacting the industry and program
6. Assess all business development related expenses to ensure an adequate return on investment exists
7. Invest time in your professional growth and the growth of your fellow associates

GENERAL EXPECTATIONS

All associates are expected to embrace Outlook Nebraska's mission and professionally represent Outlook Nebraska in all settings. The Business Development Representative is expected to identify and create sales opportunities with prospective and existing customers and lead efforts to meet or exceed sales goals. Additionally, the Business Development Representative is expected to complete all administrative duties, such as reporting expenses, and other duties as assigned by the Business Development Director within the required timeframe.

Qualifications

1. A Bachelor's Degree or equivalent experience in related field
2. Demonstrated achievement in B2B sales
3. Knowledge of the manufacturing supply chain and / or government sales is highly preferred (jansan or tissue/towel sales experience is a plus)
4. Excellent verbal and written communication skills
5. Proven ability to develop and implement an effective sales process
6. Demonstrated understanding and application of effective selling techniques

