

JOB DESCRIPTION

Job Title: Director of Sales
Job Location: Seattle, WA
Department: Sales
Reports to: President/CEO
Employment Class: Full-Time
Pay Type: Salary
Pay Range: Depending on Experience

SUMMARY

The Director of Sales will be responsible for increasing business with large target accounts, business development, while leading, managing and holding sales team accountable.

Duties and responsibilities to include:

- Joining sales team on sales calls; model and coach on approach.
- Lead out on relationships with C-Suite at target accounts.
- Developing an annual drip program for target accounts, including a monthly detailed plan of attack.
- Increasing the number of touches with the target accounts; widening the number of contacts Neurilink has with the client.
- Touching the clients more by delivering "Wow"; hosting unique events, customer lunches and breakfasts, visits and more.
- Increasing customer satisfaction measured by repeat business, stickiness to Neurilink, and an increase in year over year revenue.
- Taking massive action on owning the large accounts in our target markets.
- Taking the lead on vendor relations.
- Promoting Neurilink to influencers (architectural and design community, commercial real estate brokers, building managers, electrical engineers and general contractors).
- Meeting with influencers monthly and generating leads for the team.
- Looking for opportunities to grow sales in the different segments where we operate.
- Reading local and regional periodicals to identify new opportunities.
- Attending events to develop business.
- Attending a leads group.
- Increasing percentage of new business compared to repeat business.
- Establishing annual and monthly budgets and exceeding expectations.
 - Each salesperson should have a written annual plan.
- Structuring education and training for sales staff, including product and sales training.
- Motivating sales force; regularly meeting with sales team (one-on-one) to review strategic accounts, prospecting, current projects, etc. Ensuring that our CRM is actively updated and used.
- Contributing to fun factor.
- Increasing sales and profitability – measured by top-line revenue growth and improved margins.

QUALIFICATIONS AND REQUIRED COMPETENCIES

To perform this job satisfactorily, an individual must be able to perform each essential duty satisfactorily and in a timely manner. You must also have:

- Ability to think and work independently.
- Excellent written and oral communication skills.
- Strong interpersonal and customer service skills.
- A teachable disposition and a willing attitude towards continuing education.
- Flexibility to work outside the job description when the need arises.
- Extensive experience working in a team-oriented, collaborative environment.
- Clean driving record and background check.
- Strong leadership abilities.
- Self-starter with keen attention to detail.
- Ability to effectively prioritize and execute tasks in a high-pressure environment.

- Have reliable transportation with the ability to travel.

SUPERVISORY EXPERIENCE

- Experience in managing teams and the ability to work independently.

REQUIRED EXPERIENCE

- High school diploma or GED equivalent
- Technical knowledge and proficiency in basic MS office applications
- 5-years' experience selling IT or AV

CERTIFICATES, LICENSES, REGISTRATIONS

- Valid Driver's License
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