

JOB TITLE –Business Development Executive, Michigan

REPORTS TO – President

LOCATION – Field-based, Michigan, Indiana and Southern Illinois

DEPARTMENT– Sales

SCOPE OF JOB – Responsible for developing the sales in the states of Michigan, Indiana and Illinois (outside of Chicago), achieving year on year growth sales targets through a customer centric approach and presenting to clients outside of the Rozmallin showroom.

PURPOSE - Reporting to the Tri-State Sales Manager your responsibility will be across the Zoffany, Sanderson, Morris & Co, Harlequin, and Scion brands. The Brand Development Executive is responsible for developing the sales in the territory and achieving year on year growth sales targets through a customer centric approach and presenting to clients outside the New York showroom.

RESPONSIBILITIES

- Develop strategic business plan for accounts and in conjunction with the President and the Rozmallin showroom.
- Travel throughout New York City presenting product and updating libraries.
- Assisting in the showroom with clients and merchandising as needed.
- Execute and drive strategic sales and business plan to achieve and exceed sales targets.
- Provide excellent customer service by providing prompt follow through and creative solutions.
- Networking with the community and entertaining clients.
- Ensure that all brands are fully and appropriately represented in line with brand values.
- Forge close partnerships with clients while continuously seeking new clients.
- Work closely with peers to optimise sales and representation.
- Be a clear and regular proactive source of communication between key accounts and the showroom.
- Keep the business fully informed of competitor activity and general market information.
- Regular analysis of sales information for future business development.
- Submit comprehensive monthly report.
- Help with customer inquiries as requested by Customer Services.

MEASURES OF SUCCESS

- Achievement of sales budget year on year.
- Adding new accounts to the territory
- Promotion, distribution and presentation of the brands in the most effective and efficient manner and in keeping with the brand identity.
- Customer satisfaction.
- Timely reporting.

CONNECTING WITH OTHERS

- Sales Colleagues – working together to ensure optimum presentation and performance.
- Customers – Relationship management and business development
- Customer Service – Review level of service and feedback on performance
- Finance – Analysis and measurement of customers` performance
- Senior Management Colleagues – Sharing and driving performance

QUALIFICATION & SKILLS

Required

- Undergraduate degree from accredited university
- Knowledge of terminology and specifications in the textile and wallcoverings field
- Strong client relationships with designers and specifiers in the territory
- Strong presentation skills.
- Digitally savvy
- Strong analytical and numerical skills. You can build and explain financial models and have strong spreadsheet skills. Comprehensive computer skills including Microsoft Office, Outlook, Word, Excel and PowerPoint
- Self-motivated and ability to work independently
- Passion for design and trends
- Ability to travel with necessary materials throughout the territory
- Five years of experience in textile and wallcoverings field.
- Strong negotiation and problem solving skills

BEHAVIOURS

Strategic, passionate, articulate, collaborative, customer focused, disciplined, independent, team player, ambitious

FOR LINE MANAGER ROLES ONLY

TOTAL EMPLOYEES – 0	DIRECT REPORTS – 0
COST RESPONSIBILITY – TBC	REVENUE RESPONSIBILITY – TBC
INFLUENCE – SALES, MARKETING, PRODUCT, DISTRIBUTION STRATEGY	

Please note the job description is a guide only and within reason will require undertaking other duties over and above those listed in this document.