

Singota Solutions

JD134

Job title: Senior Business Development Manager
Department: Business Development
Location: Bloomington, IN
Position Type: Full-time, 40 hours/week, exempt

General Description including Skills and Physical Activity Requirements:

1. Business Development

- a. Conduct and manage Business Development processes to align with company's technical service offerings.
- b. Working with Client Services group, Marketing department and past industry experience, identify potential clients and entry points.
- c. Based on industry knowledge, working with company's Quality Department, Product Development and Analytical Laboratory Group, supply chain personnel, marketing department and senior management, prepare service offerings for potential existing and potential clients.
- d. Execute brand strategies to communicate a consistent company sales and marketing message to clients.
- e. Working with company's Product Development and Analytical Laboratory Group and Supply Chain Group, make presentations to potential clients.
- f. Maintain and utilize product knowledge and effective selling skills in order to generate new business and grow client base.
- g. Prepare quotations, negotiate service contracts, and obtain purchase orders.
- h. Identify and communicate client's strategic goals and needs to the organization and effectively work cross-functionally within the organization in order to provide optimal solutions for both parties
- i. Partner with Project Management to establish strong relationships in current accounts, maintain continuous knowledge of ongoing projects, and recognize and be in pursuit of new opportunities for account growth
- j. Lead, coach and develop talent within the Business Development team and across company
- k. Serve as leader and team member on multiple client-facing teams
- l. Collaborate with Senior Management to identify and evaluate new or expanded service offerings, including providing voice of the customer and/or other market intelligence data
- m. Develop and execute personal Business Development plan and contribute to creation and execution of departmental goals to align with corporate strategy
- n. Utilize Business Development tools, such as Sugar CRM, as part of daily functions
- o. Partner with Client Services group to ensure smooth transition for clients and their projects
- p. Follow up on potential client leads, work with clients to determine requirements and identify how the company can fill gaps for the client
- q. Provide management with regular, ongoing status reports of client development status.
- r. Work with Senior Management to develop growth strategy and business plans.

2. Marketing

- a. Collaborate with Marketing departments and managers of the various service lines to assist in developing sales messaging strategy and content incorporating the voice of the customer and to support organizational branding strategy
- b. Assist as a lead team member in developing Marketing plans and tools
- c. Utilize ongoing business analysis and market research to identify target markets, understand competitive and regulatory landscape, and alter sales strategy accordingly

3. General

- a. Improve systems and processes to drive excellent customer service for all clients and meet client and regulatory requirements
- b. Comply with quality and safety management systems, including requirements for documentation, training, system use, SOPs, processes and procedures
- c. Demonstrate high ethical and professional standards with all business contacts in alignment with Singota Solutions corporate culture
- d. Provide strategic input and direction to senior management as appropriate
- e. General support required of a company where everyone is expected to perform multiple tasks both inside and outside their department to meet the needs of the business.

Characteristics required include:

1. Proven record in selling and building customer relationships and networks
2. Excellent communication and presentation skills – oral, written

3. Trustworthiness and personal integrity – able to maintain a high degree of confidentiality
4. Positive attitude and good judgment; respected by peers and clients
5. Excellent time management and organizational skills
6. Ability to travel to client sites, conferences, and trade shows 2 weeks per month

Work Experience, Skills & Educational Requirements:

1. 10 years sales and/or business development experience/sales in technical field, preferably technical consulting or laboratory services fields.
2. Experience in the pharmaceutical and/or life sciences industry.
3. Experience overseeing remote employees required
4. Experience working in a startup that grew rapidly a plus, or other entrepreneurial experience
5. Master's Degree preferred but not required, Technical degree in Chemistry, Bio field, or Engineering required
6. Laboratory or technical consulting experience required
7. Proficiency in MS Office products & CRM systems

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