

Position: Account Director Office Technologies

Date Available: Immediately

Salary/Benefits: \$20,000 - \$120,000, benefits available

Job Location: Kalamazoo, MI

Overview:

cyberM·I·N·D· is a leading provider of Office Technology and Internet Technology solutions for small and medium sized businesses and residents nationwide. We are seeking a seasoned sales account executive responsible for selling office technology and Internet technology solutions (i.e. Consulting, Integration, Technical Support and Managed Services etc) and equipment to the small and medium sized business market.

Essential Functions:

- Sell our breadth of proven office technology products, services and solutions to our existing market. (i.e. Consulting, Integration, Technical Support and Managed Services etc)
- Expand relationships with current client base
- Expand sales to new territories and markets.
- Initiate new business – cold calling and prospecting potential customers.
- Generate leads and meet with potential clients.
- Maintain relationships with current customers. Meet with them to review current solution needs.
- Schedule sales presentations to demonstrate the web services that cyberM·I·N·D· sells
- Actively work with potential customers to close the sale
- Work closely with other department managers, technicians and support staff to ensure that the project is completed successfully, on time, and on budget to the customer's satisfaction.
- Follow-up with the customer on a continuous basis to gain future business and/or referrals for other business within the organization.
- Manage the sales pipeline and forecasting of revenues.
- Understand current business practices of customers to present the best solution for them.

Essential Knowledge:

- Team player
- Ability to understand business requirements
- Excellent communication skills
- Proven successful track record of meeting sales quotas

- Knowledge of office technology environments and terminology (Microsoft products, Unix, Networking, Software Applications etc.)
- Knowledge of best practice environments and terminology
- Excellent written and oral communication skills
- Positive attitude and high energy
- Strong interpersonal and relationship skills
- Ability to sell to all levels of individuals within an organization, especially senior-decision makers. Presents key selling points, features, and benefits while focusing message on customer needs and expectations.
- Develops sales strategies, techniques and tactics based on customer feedback and market environment

Contact Information:

Apply online @ <http://www.cybermind.biz/careers> or send resume with cover letter to jobs@cybermind.biz. Postal and faxed resumes will not be accepted.