

POSITION DESCRIPTION

Position Title: Business Solutions Executive

Position Summary

As a Business Solutions Executive within the Products Division at KarelCAD, you will be accountable for a particular market segment. Our Products market is broken into specific vertical disciplines:-

Architecture – comprised of:

- : Building Designers / Architects
- : Interior Designers / Building Services
- : Landscape Architects / Government Bodies
- : Visualisation specialists.

Engineering – comprised of

- : Civil Engineers / Structural Engineers
- : Education
- : Electrical Engineers / Mechanical Engineers
- : Power & Process Engineers / Landscapers
- : Government Bodies

KarelCAD provides you the opportunity to manage your market segment as if it was your own business. You are employed to sell into existing accounts with an emphasis on winning new business and further developing your market space.

Duties and Responsibilities

- Daily generation of outgoing calls to existing and potential accounts
- Meeting with client visits regularly
- Arranging qualified product demonstrations tailored for specific companies
- Preparation of accurate and qualified proposals
- Closing the sale and securing the business
- Meeting and exceeding set KPI's and monthly targets
- Cultivation of working relationships with particular Industry bodies and Associations
- Attending relevant Trade Shows
- Targeting of competitive accounts
- Maintenance and protection of KarelCAD database
- Development of working relationship with the other KarelCAD divisions to win the accounts.
- Travel required to city and regional locations

QLD OFFICE

Head Office
62 Brandl Street
Eight Mile Plains
QLD 4113
t. 07 3849 7866
f. 07 3849 8841

NSW OFFICE

Level 1
270 Pacific Highway
CROWS NEST
NSW 2065
t. 02 9437 0144
f. 02 9437 0244

VIC OFFICE

Level 12
470 Collins Street
MELBOURNE
VIC 3000
t. 03 9614 4488
f. 03 9614 3933

SA OFFICE

Level 5
Speakman Building
12 Pirie Street
ADELAIDE SA 5000
t. 08 8410 3362
f. 08 8410 3364

WA OFFICE

Ground Floor
21 Teddington Road
BURSWOOD
WA 6000
t. 08 9470 2144
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ABN. 17 097 383 750

Required Skills / Experience

- Business to Business sales experience
- Previous cold calling experience
- Exceptional interpersonal and communications skills with the ability to develop relationships at all levels
- Good computer skills – Word, Excel and CRM experience
- Possess strong initiative to resolve issues or pursue opportunities as they are identified
- High level of commercial acumen and professionalism
- Proven teamwork skills
- Current car and driver's license.

Rewards

- Professional training program
- Company commitment to promote and develop internally
- Established staff development program
- Uncapped commission structure
- Work hours generally Monday to Friday
- Car allowance
- Mobile Phone provided
- Car parking available
- Career opportunities in a growing National organisation
- Strong company culture

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