



# BLACK CREEK INTEGRATED SYSTEMS CORP.



Integrity. Innovation. Quality.

## BUSINESS DEVELOPMENT REPRESENTATIVE

Black Creek Integrated Systems is a leading national supplier of computerized electronic security and inmate management systems for the corrections industry. Black Creek's technology has evolved as a standard for numerous large correctional agencies and architectural and engineering firms specializing in criminal justice work. As a result of its experience and reputation over its 40+ year history, Black Creek has enjoyed steady growth in what has proven to be a recession-proof industry.

Black Creek is seeking a Business Development Representative to join the Sales Department. This position is responsible for the development and performance of sales activities in assigned markets towards the achievement of maximum profitability, growth, and customer base expansion in line with company vision and values

### Essential Duties & Responsibilities

- Arrange, coordinate and conduct sales presentations
- Identify prospective new customers and develop new business relationships
- Keep abreast of market trends, technology, and competitor activity
- Plan, organize, and attend marketing exhibit/trade-show activity
- Generate timely and accurate sales and target performance reports
- Initiate and coordinate development of action plans to penetrate new markets
- Provide timely feedback to management regarding performance
- Create and conduct proposal presentation and RFP responses
- Control expenses to meet departmental and company guidelines
- Assist in the review of contract documents, determine bidding and qualification requirements, identify bidding deadlines and bidding structure
- Assist in the preparation of project bid estimates
- Coordinate market research, selling strategy, advertising, and promotion efforts
- Participate in product development for target market
- Analyze sales statistics to determine selling possibilities and establish sales projections
- Extensive travel is required
- Occasional lifting of heavy objects may be required for trade shows and demos
- Maintain computer and technology skills commensurate with job requirements
- Maintain professional composure and appearance
- Perform related work as required

### Qualifications, Education, Certifications, Licenses

- A Bachelor's degree in Business Management/Administration, Marketing, Communications, Public Relations, or related field
- 3 – 5 years of experience in law enforcement/correctional industry or sales preferred
- Thorough knowledge of Microsoft Office required
- Experience with CRM software
- Superior computer skills to generate professional reports, schedules, correspondence, etc.

- Strong understanding of customer and market dynamics and requirements for success

### **Working at Black Creek**

In addition to offering competitive compensation, we offer a generous benefit package that includes:

- 401(k) retirement plan
- Vacation/personal time program
- Paid holidays
- Health & dental insurance
- Life insurance
- Long term disability insurance
- Tuition reimbursement program
- Work week that allows Friday afternoons off when working in-office