

Job Description: Business Development Representative

Date: Immediate

Reports to: Marketing Manager

Do you have strong communication and interpersonal skills?

Are you meticulous and well-organized when it comes to your work?

We are looking for a strong team-player individual who finds satisfaction in finding new business leads to grow the existing sales funnel for the company to join our team in Markham, Ontario. They should be comfortable on the phone, and detail-minded when it comes to updating a database. This role would be perfect for someone who finds fulfilment in supporting the sales team and spending time connecting with prospects.

Reporting to the Marketing Manager, you will also train and work closely with the Business Development Manager.

You will:

- Maintain high level knowledge of eSCRIBE offerings to be able to speak intelligently of its benefits and features.
- Work closely with eSCRIBE Business Development Manager to execute call campaigns to mine for new leads or nurture existing leads.
- Build contact lists based on internet research.
- Update and maintain contacts database.
- Perform other sales-related administrative tasks.

What you will bring to the team:

- Have 2-4 years of call centre or telesales experience (B2B preferable)
- Organized, detail minded and willing to learn
- Good phone manners
- Customer service experience an asset
- Familiarity with Salesforce an asset
- Familiarity with public sector an asset

What we will offer you:

- Opportunity to be a part of a growing amazing team
- 100% employer-paid benefits with health spending account



- Birthday lunches & daily snacks
- Fun casual team environment
- Quarterly team building activities

Apply

If you think you have what it takes to become part of our team, please send your resume with the Position Title listed in the subject line to careers@escribemeetings.com. While we thank all applicants, only those selected for interviews will be notified.