



MILLENNIUM

Our vision supplies yours

BUSINESS DEVELOPMENT

ROLE DEFINITION

Focus: *Generate new business for territory*
Reporting to: *Territory Market Manager*

Accountabilities:

- 1) **New Client Development & Vertical Market Diversity**
 - Research and understand the diversity of developing (vertical) market and assess market needs
 - Meet with prospects to introduce Millennium and assess client needs; offer solutions
- 2) **Support Inside Sales' Prospecting**
 - Constantly communicate and plan with Inside Sales to schedule meetings and follow ups with prospects
 - Give consistent feedback to Inside Sales
- 3) **Quote & Close Large Opportunities**
 - Understand what the client needs and communicate clearly to Inside Sales; Inside Sales will generate a Quote (up-sell to increase order)
 - Utilize and engage strategic vendor partnerships in assigned market
 - Close the business by providing solutions to customer; ensure repeat business
- 4) **Product Demos/Client Education/Trade Shows**
 - Educate clients on products by providing on-site product demonstrations
 - Partner with strategic vendors for seminars, trainings, and lunch & learns for assigned market
 - Attend trade shows to advertise and exhibit Millennium, as well as network and acquire new business
- 5) **Achieve Quarterly Sales/Margin/GP% Goals**
 - Quarterly Sales & Margin goals will be determined each quarter by Market Manager
 - Quarterly Gross Profit (GP) % goals will be determined each quarter by Market Manager



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Daily Expectations:

- 1) Client interactions are documented in the Client Record in NetSuite
 - Phone calls
 - Meetings
- 2) NetSuite Calendar is kept current with scheduled events and client meetings
- 3) Research, prepare and provide Quotes to clients from NetSuite per their requests
- 4) Review and address Open Quotes with Inside Sales; follow up on those opportunities
- 5) Work with Inside Sales to identify and process Key Opportunities (+100k)
- 6) Process and send Sales Orders; send Terms & Conditions
- 7) Work with Inside Sales to process Purchase Orders

Weekly Expectations:

- 1) Minimum of 10 visits per week
 - Potential Clients
 - Existing Clients further than 2 (two) hours from location
- 2) Minimum of 7 (seven) Quotations from the 10 visits
- 3) Minimum of 6 (six) visits per week with new/potential clients
- 4) 2 (two) client referrals per week

Monthly Expectations:

- 1) Visit with Key Clients every month
- 2) Coordinate with Purchasing on inventory expectations for local inventory on the market "need" and minimum inventories