

Focus Data Solutions**Title: Sales Specialist****Location: Alexandria, VA****Reports to CEO/CIO (Business Development Team)****Date of Preparation: January 2020****Job Description**

Join Focus Data Solutions as our new Sales Specialist. We are seeking a proactive team member with the drive, tenacity and entrepreneurial mindset to work with our sales team in a lead generation role which encompasses both sales and some marketing responsibilities. This salaried position works with our leadership team to foster collaborative relationships with prospective clients that lead to long term client affiliations and new referrals.

Key Responsibilities – Sales

- Identify new opportunities/leads to keep sales pipeline full and meet quarterly goals
- Pursue new relationships to help achieve projected revenue growth, in conjunction with full sales team
- Work with the sales team to qualify prospects and develop strategic sales plans for specific accounts
- Work with the sales team on sales processes, procedures and efficient implementation
- Attend networking events, educational and social functions to develop relationships with potential clients in Focus Data Solutions' targeted markets
- Perform sales outreach (calls, emails, social media) to generate leads and schedule meetings with potential clients for Stage Two sales team members
- Draft and finalize sales proposals for the sales team, to include IT equipment and services sales
- Use CRM tools to manage and maintain sales information and metrics
- Work with our Client Services and IT team members to generate referrals from existing clients

Requirements

- 1-2 years sales and marketing experience in outside B2B sales within the SMB market
- Self-motivated, goal-oriented and results-driven approach to career and team
- Excellent verbal, written and customer presentation skills
- Ability to confidently present to small groups and lead business discussions
- Experience with CRM systems to track sales efforts
- Reliable transportation, valid driver's license and insurance
- Sales experience in IT related services, such as Managed Services, VAR, IT consulting or any related IT field a plus
- Experience with Connectwise, Quosal a plus