

**QAI Job Number:** QAI-Sales-BP02  
**JOB TITLE:** Sales Account Manager – Building Products Department  
**LOCATION:** Multiple\*  
**NUMBER OF POSITIONS:** TBD  
**CATEGORY:** Sales  
**POSTING DATE:** October 1, 2016  
**CLOSING DATE:** OPEN

## BACKGROUND:

QAI Laboratories provides testing, inspection and certification of Building Products, Factory Built Structures, Electrical Products, Plumbing Products, Gas Appliances and Recreational Vehicles. Over the last two decades, the QAI name and logo have become increasingly recognized throughout the Certification world resulting in steady growth of our Certification, Testing, and Inspection business streams. We are looking for a talented and motivated individual(s) that enjoy working in a team environment to help us achieve our goals for growth and fill a position(s) within our Sales Department.

QAI is currently looking for applicants to fulfill the following tasks:

**DUTIES:** The successful candidate will perform, but not be limited to, the following duties:

- Responsible for selling QAI services to manufacturers within assigned categories
- Become familiar with ASTM, UL, CSA, and other standards, the US & Canadian standards system, implementation of standards towards product certification, testing, and inspection
- Identify potential clients via research and networking
- Prepare, issue and follow up on proposals specifying applicable services, fees and credit terms
- Attend/participate in industry tradeshows and associations
- Conduct cold and warm client calls
- Work closely with QAI technical staff to position the service package
- Maintain quote/order and lead levels in a sales database
- Facilitate all sales transactions, completing all necessary tasks, paperwork and project assignment
- Support marketing in the development of brochures, newsletters, videos and educational content for the BP department
- Other duties as assigned

**QUALIFICATIONS:** The successful candidate will:

- Minimum
  - Degree in business or engineering discipline
  - Professional with 3+ years of B2B sales experience
  - Excellent written/oral communication skills and superior presentation skills
  - Advanced knowledge of MS Work, Excel, PowerPoint and Access
  - Ability to work in a fast-paced environment, independently and with team members.
  - **MUST be self-motivated and assertive.**
  - Ability to travel (~25%)
- Preferred
  - General knowledge and understanding of building products
  - Experience working within the testing/certification industry, knowledge of the International Building Code, International Residential Code, National Electric Code and test methods under CSA, UL, EN/IEC, ASTM, ANSI and other standards.
  - Experience working with diverse teams (engineering, operations, marketing)
  - Possess the ability to read and understand policies, regulations, and standards

**ADDITIONAL INFORMATION:**

- Candidates must hold a valid drivers' license
- Candidate must hold a valid passport or be able to obtain a valid passport, and be able to travel to international locations
- The successful candidate will progress, subject to satisfactory performance, through a 3 month probation and training period

**APPLYING:**

QAI Laboratories offers a generous compensation and benefits package including base salary and bonus/commissions, medical, dental, and other perks. We are committed to the long term success of our employees.

Interested? Please submit your resume and cover letter with salary requirements to Frank Buyna via email at [info@qai.org](mailto:info@qai.org)

**Note: Applications will only be accepted when emailed in MS Word or PDF format, and must have a job-specific cover letter. Please be sure to include the QAI job number in the subject line.**

\*QAI has locations in the Vancouver, Toronto, Los Angeles and Tulsa areas; however we also have sales account managers that work in remote locations.

**Equal Opportunity Employer**

QAI Laboratories is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to sex, race, color, religion, national origin, age, marital status, political affiliation, sexual orientation, gender identity, genetic information, disability or protected veteran status. We are committed to providing a workplace free of any discrimination or harassment.