

QAI Job Number: QAI-Sales-ELE02
JOB TITLE: Business Development – Electrical Safety
LOCATION: Rancho Cucamonga, CA
NUMBER OF POSITIONS: 1
CATEGORY: Sales
POSTING DATE: December 5, 2016
CLOSING DATE: Open

BACKGROUND:

QAI Laboratories provides testing, inspection and certification of Electrical Products, Vehicles, Structures, and Building Products. Over the last decade, 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 to fill a position within our Sales Department.

QAI is currently looking for applicants with up to 3 years' experience to fulfill the following tasks:

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

- Responsible for selling QAI Electrical services to manufacturers within assigned categories
- Become familiar with 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 ELE department
- Reviews quotes for accuracy with specific emphasis on the scope of work and to clearly identify to the client any requirements for subcontracted work.
- Clearly details to the client all information to be submitted to QAI for the project in advance.
- Tracks and follows up on quotes on a regular basis, maintains a statistical database on quotes issued, closed, lost, etc.
- Provides monthly reports on sales activities to the National Sales Manager.
- Other duties as assigned

Key Technical Competence:

- Ability to listen to client needs, requirements, and expectations.
- Ability to communicate client needs, requirements, and expectations throughout the organization as necessary.
- Able to identify new markets and new business opportunities for QAI continued growth.

QUALIFICATIONS: The successful candidate will:

- Minimum
 - Degree in business or engineering discipline
 - Professional with up to 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
 - Experience working within the testing/certification industry, knowledge of the National Electric Code and test methods under CSA, UL, EN/IEC, NFPA 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 driver 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 2-month probation and training period

APPLYING:

QAI Laboratories offers a generous compensation and benefits package including base salary and bonus/commissions, medical, dental, 401K, FSA, etc.

Interested? Please submit your resume and cover letter with salary requirements to Frank Buyna via email at 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.