

BUSINESS DEVELOPMENT SPECIALIST

Department: Corporate
Status: Full-Time
Benefits: Yes

SIMA Financial Group, Inc. is a professional services firm headquartered in Richmond, Virginia that employs a talented, client-centered team of professionals and support staff. Our certified and licensed professionals are dedicated to their unique discipline within SIMA's five core competencies: accounting & tax, payroll & workforce management, employee benefits, corporate retirement, and wealth management. We work closely with businesses and individuals to provide a superior experience to our diverse clientele that includes business owners, executives, entrepreneurs, and investors. SIMA identifies and implements financial strategies to more effectively manage both business and personal finances. Founded, grown, and managed in a morally rich, values-driven environment, SIMA has proudly served clients with professional, personal, and principled care since 1985.

OVERVIEW & RESPONSIBILITIES

As a Business Development Specialist with SIMA, you will work to develop new business opportunities and relationships. You will be responsible for gathering leads, building relationships with leads and clients, and assessing the best solution(s) for prospects and current clients. To succeed in this position the Business Development Specialist must take the lead to develop the firm's business development strategy and meet predetermined targets for new business. This position will work with all our department leads to understand their business as well as what clients are a good fit. If challenges excite and motivate you, this position will be a perfect match. You will be compensated by commissions, incentives, and opportunities to advance in a friendly, encouraging and teamwork driven company.

- Build and manage sales pipeline that looks at short/interim/long-term sales that align with targets
- Identify and develop new business opportunities and relationships
- Generate new leads by identifying and contacting decision-makers
- Screen potential business opportunities and select new business that aligns with firm's strategy and goals
- Consistently close and report new business in alignment with goals
- Manage proposal process including detailed RFP requirements, content creation and inputs from various sources
- Take a lead role in creating proposals and presentations for new business materials
- Identify client needs and present value-added benefits offered by SIMA solutions ensuring client's expectations are met even after they become a client
- Gain a full knowledge and continue to learn about all solutions offered by SIMA to effectively communicate and market to prospects and clients
- Maintain professional knowledge and presence through actively networking, events, and education
- Assist in the development and implementation of business development strategy, sales and marketing strategy including sales processes, structure, and best practices
- Build strong professional relationships, set appointments, gather leads for potential new clients
- Work independently and collaboratively with all departments to develop business plans, target clients, close deals and hit goals

- Develop reputation as a trustworthy consultant by clients, prospects, and co-workers
- Work well under pressure or in time-restricted situations

QUALIFICATIONS & REQUIREMENTS

Education & Experience

- A bachelor's degree required with a major in business or management preferred
- Minimum of three years' experience in financial services sales required
- Successful track record in sales and negotiation
- Experience with sales techniques and meeting sales targets
- Proven ability to plan and manage resources
- Proficiency with data analysis and forecasting

Skills & Core Values

- Determined self-starter, continuous learner
- Ability to delivery presentations
- Outgoing and personable in person or over the phone
- Strong analytical and problem-solving skills
- Demonstrated ability to develop and manage client relationships
- Excellent communication skills, both written and verbal
- High level of confidentiality and customer service oriented
- Strong organizational and time management skills
- Detail-oriented with a high degree of accuracy
- Ability to manage workflow and ensure projects/tasks are processed in a timely manner
- Ability to be proactive and not reactive in all aspects of daily job functions
- Ability to collaborate and operate as part of a team
- Self-motivated and able to work well within a fast-paced environment with firm deadlines
- Proficiency with Microsoft Word, Excel, PowerPoint, and Outlook

SALARY & BENEFITS

We offer an attractive salary with future opportunities for growth, advancement, and equity award compensation. In addition, we offer an exceptional benefit package, including an employer 401(k) matching contribution, Paid Time Off, long-term disability insurance, life insurance, and elective medical, dental and vision benefits.

CONTACT

To be considered for this immediate opening, please send your resume with salary requirements to careers@simafg.com or fax your resume in confidence to (804) 285-5656. This position will remain open until filled.

EOE. SIMA Financial Group, Inc. reserves the right to alter, change, modify and/or terminate this job posting at any time without notice, or obligation, to any party.