

CAREER OPPORTUNITY

POSITION **Business Development Manager (Facilities Management)**

People: Our Strength, Our Future

A career at Black & McDonald will grant you the opportunity to contribute to our culture of continuous improvement, help reinforce our values and shape our contribution to community, and drive our continued success. Our vision is to be the best company to work for; the best company for safety, quality and value; the best company for customer service; and the best company for technical expertise.

Summary of Position:

Reporting to the Director, National Business Development, Black & McDonald Limited is actively seeking a Business Development Manager (Facilities Management) to survey and prospect new business opportunities within the marketplace with special attention given to the predominant markets in the territory. Prepare and execute sales tasks in alignment with the Facilities Management and Operation's Regional sales strategy. Proposal preparation and delivery to affect sales.

Duties & Responsibilities:

Work shall include but not necessarily be bound by the following:

- Maintain business relations with all target accounts
- Develop significant business relations within the marketplace in the name of the Company
- Develop RFP & RFQ responses as part of a bid team
- Presentation preparation and delivery
- Significant interaction with technical staff and associates
- Progress reporting to the overall business manager
- Communications with customers internal and external
- Input to proposal preparation, co-ordination, including editing and red team review of other bids
- Reports progress on sales plan and performs to strategy
- Participate and contribute to the Region's annual planning process resulting in an acceptable Business Development plan that blends also with Regional Objectives
- Planning, organizing and execution of sales presentations and meetings
- Prioritize and co-ordinate sales activities and resources
- Track sales activity in Salesforce

Competency Requirements:

- Maintains a professional demeanor at all times
- Ability to cope under pressure and maintain focus, dealing effectively with setbacks while remaining positive
- Portrays a positive image and motivates colleagues at all times to ensure continued success
- Embraces change and willing to adopt new practices
- Holds self and others accountable
- Ability to approach problems logically, under pressure and seek innovative solutions
- Communicates effectively (verbally and written) at all levels within an organization and with external parties including enforcing authorities
- Understands the needs and perspectives of both internal and external customers
- Promotes teamwork and collaboration
- Values and respects others, encourages and supports diversity
- Ability to work independently with limited supervision

Education & Skill Requirements:

- 7 year sales/BD experience in a similar or relevant environment
- Degree in Business Administration (preferably with a technical background) and/or advanced degree an asset
- Previous experience servicing, supporting, developing and generating major accounts
- Knowledge of FM, construction, property management, or consulting related to buildings

- Experience developing and implementing a successful business development plan
- High performer who has the ability to handle multiple or concurrent tasks as part of a bid team
- Ability to write, present and interface at a high level, i.e. with owners, C-level, developers, builders, consultants and colleagues in Operations or Construction
- Software application expertise in Word, Excel, PowerPoint

Please apply online at <https://erecruiting.blackandmcdonald.com:443/Pages/2017130391.aspx>. If this is an internal candidate, please advise your supervisor prior to applying.

For a complete listing of all available Black & McDonald career opportunities visit <http://www.blackandmcdonald.com/>.