

Business Development Representative, Circa Lighting – Savannah

Description:

Every person who walks through our doors is looking for one thing - to be inspired. Our sales team is devoted to cultivating client relationships and bringing their lighting visions to life. We are looking for driven, dynamic team members who are enthusiastic about beautiful design with a genuine commitment to providing a brilliant customer experience.

If you share our passions for design and excellence, and are eager to embark on an exciting, challenging and rewarding selling career, then look no further! We are currently seeking a Business Development Representative for our Sales Center in Savannah.

Key Roles:

Develop Circa Lighting's trade customer base and build sales.

Assist Circa Lighting customers in finding the appropriate lighting option and to ensure optimal sales and repeat business by providing exceptional customer service.

Minimize returns through customer assistance, thoughtful selections and excellent follow-up with vendors and customers.

Process quotes, orders and returns accurately and efficiently.

Duties and Responsibilities:

Drive sales to meet and exceed sales goals

- Accurately and efficiently administer sales process to ensure timely and accurate completion of sales
- Minimize returns through customer assistance, thoughtful selection, and excellent follow-up with vendors and customers

Develop repeat business and new relationships

- Execute structured outreach plan to new and existing trade customers including outbound phone calls, emails and virtual appointments.
- Educate the interior design community on Circa Lighting's core value propositions.
- Collaborate with the Sales Center Manager on virtual presentations and marketing materials.
- Source and follow up on leads to develop new business; work collaboratively with the local business development team and sales associates, as applicable

Position Requirements:

- Bachelor's degree preferred or equivalent experience
- 2+ years of customer service or sales experience
- 1+ year of client relations experience
- Proficient computer skills utilizing the Microsoft Office Suite
- Working knowledge of ERP systems, preferably SalesPad
- Experience with independently managing projects and delivering results on-time and accurately
- Excellent verbal and written communication skills with the ability to interact with all levels of management.
- Superior organization, planning skills, time management and prioritization with the ability to multi-task and work well under pressure in a dynamic, team environment that spans several businesses with are managed in several locations,
- Must demonstrate maturity in judgement, commitment, dependability, punctuality and adherence to agreed-upon schedule as determined by manager
- Ability to maintain a professional demeanor at all times
- Keen eye for design and creativity
- Strong interpersonal skills
- Ability to achieve results both independently and through others by fostering a spirit of teamwork and cooperation

Who We Are

We are a dynamic, high-energy company with an exciting growth strategy. We value imagination, individuality and giving every person the opportunity to explore, grow and shape our future.

Our mission is to deliver lighting of the finest quality and craftsmanship. We are a source of expertise and guidance to our customers, operating with the highest integrity. We inspire our customers with innovative design and impeccable customer service. We have a welcoming and challenging workplace environment for our employees.

Our ideal candidates will have an immediate connection with Circa Lighting's Core Values:

Honesty – We seek to be truthful and sincere in every interaction.

Excellence – We aim to exceed expectations in every task we perform.

Integrity – We do our best to deliver consistently fair and reliable service.

Family – We strive to foster a sense of family in all of our relationships.

Inspiration – We continuously explore new ways to improve our service and ourselves.

In addition to the investment in your development, Circa Lighting offers a benefits package including a competitive compensation plan along with 100% company paid health, disability and life insurance. In addition, we offer dental, vision, and company matching retirement plan. We invite you to learn more about our company at circalighting.com.

Circa Lighting is an equal opportunity employer and gives consideration to qualified applicants without regard to race, color, religion, sex, national origin, sexual orientation, disability, protected veteran status or other legally protected characteristics.