



Job Title: **Relationship Manager/Business Development**  
FLSA Status: Full-time, Exempt  
Salary: \$55,000-75,000, base +commission

*Capital Payments, LLC provides merchants and businesses with electronic payment processing and a comprehensive suite of merchant account solutions.*

The Relationship Manager / Business Development representative will adopt a solution-oriented approach to create interest in Capital Payments' payment technologies with third parties and act as liaison between internal departments and third-party sales channels. Incumbent will assist in driving business development opportunities and must excel in both a sales-facing and program management role. The incumbent will support the sales efforts to achieve optimum sales, new account productivity, profit and company objectives. This position is accountable to revenue objectives and tracking/reporting portfolio performance.

**Duties:**

- Must be business savvy, articulate a clear explanation of Capital Payments' value proposition, communicate products/solutions Capital Payments offers today and understand industry trends.
- Collaborate with strategic partnership organizations, sales channels, product managers, and technical staff to deliver new business opportunities by identifying and exploring potential relationships. Work closely with sales channels and product managers to facilitate partner interactions.
- Work with VP of Marketing & Program Development to prepare and deliver formal business development presentations to potential/existing partners, demonstrating an in-depth understanding of Capital Payments' solutions, the payments industry, and the partner's current and future needs.
- Product/industry knowledge including VARs, retailers, distributors, dealers, and licensees.
- Manage lifecycle of business development opportunity from initial partner contact through program launch; leverage team members that manage certification process to Capital Payment platforms.
- Proactively educate Capital Payments and partner organizations regarding industry compliance mandates (PCI, etc.).
- Drive revenue by managing current partners to desired partner tier participation; develop a market strategy, forecast, and sales plan with partners; formulate sales and marketing initiatives; advocate cross-product integrations and cross selling; assist with implementing push e-mail and web marketing programs; recommend pricing and marketing definitions; leverage customer databases and contacts; coordinate sales and marketing actions with channel partners; develop sales incentive programs; manage product availability.
- Keep management informed by submitting activity and results reports, such as daily call reports, weekly work plans, and monthly and pipeline reports
- Track channel accomplishments by comparing initiatives, contacts, and reporting on strategies, forecasts, plans, targets, and objectives.



**Skills/Qualifications:**

- Associates or Bachelor degree required
- 5 years merchant processing background
- Experience with payments industry and business development required.
- Proactive leader who is results-oriented, dynamic, and at ease with public speaking/presenting.
- Team player; results-driven, data-gathering problem solver.
- Ability to adapt communication skills to audience - executive, technical, marketing, etc.
- Must be able to manage multiple projects at once in fast paced, changing environment.
- Must be proficient in Microsoft Excel, Word, Outlook, CRM system.

**Benefits on your start date:**

Comprehensive medical, dental and vision benefits, matching 401k, paid vacation, tuition reimbursement, advancement potential & more.

The selected candidate must successfully clear a background investigation.

Capital Payments, LLC is an Equal Opportunity Employer.

Email resume and cover letter to: [HR@capitalpayments.com](mailto:HR@capitalpayments.com)