



Sales/Business Development Manager

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

We are currently recruiting for a seasoned sales manager to support our Business Development Sales efforts by guiding and administering sales operations; monitoring and reporting sales results; managing staff of 5+ at our Melville, Long Island location.

Job Description

- Achieves sales operational objectives by contributing sales information and recommendations to strategic plans and reviews; preparing and completing action plans; implementing production, productivity, quality, and customer-service standards; resolving problems; completing audits; identifying trends; determining system improvements; implementing change; maintaining sales manuals.
- Meets sales financial objectives by developing sales objectives and quotas by district; approving expenses accounts; forecasting requirements; preparing an annual budget; scheduling expenditures; analyzing variances; initiating corrective actions.
- Accomplishes sales human resource objectives by recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining employees; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; recommending and improving sales compensation programs; enforcing policies and procedures.
- Guides sales operations by developing and updating administrative policies, procedures, and guidelines.
- Maintains quality service by establishing, following, and enforcing standards; auditing sales correspondence.
- Monitors sales results by analyzing sales and account activity, call reports, shipments, returns, customer service actions, and collection reports.
- Recommends optimum sales coverage by realigning workflow and assignments.
- Provides sales management information by collecting, analyzing, and summarizing sales and expense data and trends.
- Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- Accomplishes sales and organization mission by completing related results as needed.



Skills/Qualifications:

- 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 benefits, including dental, matching 401k, paid vacation, advancement potential & more.

The selected candidate must successfully clear a background investigation.

Capital Payments, LLC is an Equal Opportunity Employer.

Salary: \$48,000-\$50,000 base plus commission; \$80K+ potential

Email cover letter and resume to: HR@capitalpayments.com