



## Next Phase Solutions

### **Overview**

Are you looking to join an amazing team that provides technology solutions that help our customers succeed in better managing manually intensive processes and information within their organizations? If you're confident, enthusiastic, and want to work in a corporate culture where your efforts will be recognized and you can grow, then Next Phase Solutions wants to help you on your journey in building a successful career.

The Next Phase Solutions Sales Development Representative is responsible for assisting and supporting the day-to-day activities of the sales and marketing teams while developing critical sales skills with the objective of growing personally and professionally. The Sales Development Representative works directly with prospects to help qualify and advance leads through the sales pipeline.

This person will contact federal, state and local government officials from any agency and understand their short/long term business requirements. The ideal person will be able to assess government websites, navigate complex government organizations and qualify government prospects from any government agency. This person will work to understand their short/long term business requirements and then work with Solution Consultants to illustrate how Next Phase Solutions' platforms can be applied to solve them.

The Sales Development Representative will facilitate differentiating discussions between internal Solution Consultants and the prospect/customer teams to continually create value thru the sales lifecycle – which can be lengthy. Many sales transactions are in the \$500k range and up and often require formal procurement cycles.

Salary Commensurate

### **Responsibilities**

- Coordinate and execute lead registration and qualification process; call prospects to qualify them for pipeline advancement
- Manage lead development activities including notes, interactions, and follow-ups using our corporate CRM



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- Assist sales and marketing with entering information into the CRM; ensure accuracy and timeliness of data
- Perform CRM data audits; ensure all data is up to date, accurate and in compliance
- Provide information and support for RFP/RFQ/RFI requests
- Assist in the preparation of assets/collateral for sales to answer standard customer queries
- Accompany Solution Consultants to sales meetings and actively participate in meetings, as requested
- Assist with sales, conversion and up-sell campaigns; manage email distributions and participate in phone campaigns
- Complete self-directed training plan which includes modules on solution selling, OnBase products and solutions, and Next Phase Solutions operational processes

### Qualifications

- Ability to create business relationships and qualify appointments over the phone
- Speak or write with ease, clarity and impact, using a communication style appropriate to the subject and the audience
- Highly organized and experienced at successfully multi-tasking
- Ability to work independently
- Demonstrated ability to establish rapport and gain the trust of others
- Good collaboration skills, applied successfully within team as well as with other areas
- Strong critical thinking and problem-solving skills
- Up to 10% travel time required
- 1-2 years sales or account management experience
- Bachelor's degree or an equivalent combination of education and experience sufficient to successfully perform the principal duties of the job
- Proficient in Microsoft Windows and Office

If you are a good fit and are ready for a rewarding career, please apply now.  
Submit resumes to [careers@npsols.com](mailto:careers@npsols.com)