



**Business Development Associate**  
TRIUMVIRATE ENVIRONMENTAL, INC.

**Job Category:** Sales/Marketing/Business  
Development

**Job Source:** nrbjobs.com

## Job Summary

**Employment Type:** Full Time

**Gender:** Any

**Career Level:** Entry Level

**Salary:** Negotiable

**Posted On:** 2 Nov 2024

**Application Deadline:** 1 Dec 2024

## Job Context

- This position reports to the General Manager and is onsite in Astoria, NY. The pay range for this position is \$70,000 - \$80,000.

**The First Few Months:** You will gain hands-on experience by working in the field alongside industry professionals for three months to understand Triumvirate's business model, services, and solutions.

## Job Description/Responsibility

- Assist the sales team and co-manage prospects and customers alongside senior Business Development Managers (BDMs) in all aspects of customer service, account management, and business development.
- Engage in consultative selling, account management, and business development activities, while also focusing on cross-training across departments.
- Develop opportunities to grow your own book of business by targeting small to medium-sized prospects.
- Manage a backlog of accounts closed by other sales team members to ensure continued support and development.
- Refine your skills in account discovery and prospecting, which includes prospect research, data entry, cold calls and emails, and networking.
- Collaborate with BDMs to schedule appointments, open new doors, and close business deals.
- Cross-train in different departments at Triumvirate Environmental to gain a holistic understanding of the company.
- Attend or lead key account management meetings with internal staff and external customers, aiming to deliver and maintain a WOW level of service.
- Assist in scoping and creating proposals for projects, annuities, and cross-selling opportunities for clients and prospects.
- Ensure the quality of work performed by team members meets or exceeds expected customer deliverables.
- Review invoices to verify accuracy and maximize billing opportunities and profit margins.
- Be a proactive leader in building and cross-selling new annuity accounts while maintaining advisory-level relationships with current and co-assigned accounts.
- Stay informed about health and safety regulations while on job sites and driving.

- Establish relationships with new clients while effectively managing the needs of existing clients.
- Develop your communication, delegation, and selling skills continuously.

#### **Ideal Candidate Attributes:**

- Strong business acumen and exceptional analytical and consultative skills to understand trends in the Environmental Services industry and leverage insights to deliver WOW level service.
- Superior customer service skills with the ability to work independently while contributing to a team sales environment.
- Understanding of RCRA, DOT, OSHA, and state regulations, as well as disposal facility standard operating procedures.
- Familiarity with paperwork related to state and federal regulations at assigned client sites (shipping documents, LDRs, profiles, packing slips, job sheets).
- Opportunity to enhance communication, delegation, and selling skills through the Business Development Advancement Program.

#### **Education Requirements**

- Bachelor/ Honors(Bachelor Degree in any Discipline) completed.

#### **Additional Academic Requirements**

- BS/ BA in Business, Sales, Marketing, environmental or similar with a desire for a sales-related career.

#### **Experience Requirements**

- No experience is required.

#### **Skills Requirements**

- Proficiency in MS Office Suite.
- Greater than 1 year of experience and/or the completion of TEI's Sales Development Program.
- Knowledge with RCRA, DOT, and OSHA regulations a plus
- Experience with using a CRM, sales campaigns and prospecting cadence to open new doors.
- Leadership experience and willingness towards mentoring and coaching employees.
- Great listening skills and the ability to interact effectively with all levels of personnel and a variety of personalities.
- Able to quickly adapt to change and shift gears frequently.
- Self-starter who takes initiative with the ability to work independently or part of a team.
- Strong relationship building skills.
- Ability to navigate their way around and be resourceful.
- Excellent verbal and written communication skills.

#### **Work Area**

- Applicant should have experience of working in the following category(ies):  
Sales/Marketing/Business Development

## Industry Type

- Experience should include the following skills: NGO/Development

**Address:** Somerville, MA, Somerville, MA, United States

**Company Profile:** Waste Management

**Company Website:** <http://www.triumvirate.com/>