

DIRECTOR, BUSINESS DEVELOPMENT

Geneva Worldwide, Inc. is a New York City based Language Company located in the Times Square area. We are looking for a dynamic, strategic, experienced business professional to join our team. This is an excellent opportunity to work at a rapidly growing Language Service Provider, ranked in the Inc. 500|5000 Honor Roll for fastest growing companies, five years in a row!

The focus of this role will be to oversee all aspects relating to Government & National/ Multinational Corporate Sales opportunities. The Director will be responsible for all contract implementation/ management, RFP and bidding processes, client management/ interface, as well as handling escalations from the Operations department. This is a wide-reaching role and has a direct involvement with all areas of the company.

If you are a motivated, innovative, strong leader, with a can-do mentality & ability to broker good will in difficult situations, then this is the right opportunity for you!

CORE FUNCTIONS

- Manage and lead business development activities to generate new revenue
- Leadership of a growing sales division and operations
- Implement and manage all areas relating to contracts
- Building on and developing client relationships
- Work in collaboration with the Operations team to ensure appropriate transfer of information between the client & project managers
- Handle escalations issues as brought forth by the Operations team
- Understand the capability, benefits, and competitive advantages of Geneva's services by identifying new business through research
- In coordination with Sales Management, identify, qualify, develop, and close sales opportunities
- Promote and educate clients regarding Geneva's services
- Appropriately manage client expectations in conjunction with the Coordination & Production Management Team
- Manage and control pricing and contractual issues by developing a thorough understanding of company procedures