VSoft Job Description

Position: Client Executive
Reports to: SVP, Sales and Business Development
Department: Sales

Currently accepting applications for the following areas:

Illinois (preferably Springfield or Peoria)

Job Summary:

The Client Executive is responsible for driving VSoft's lines of business among community banks and credit unions. We are looking for a strong hunter, who can prospect & close new business in the respective regions. This individual will be responsible for managing sales opportunities and the complete sales process, which includes lead generation, cold calling, prospecting, initial customer positioning and results-oriented closing techniques.

Responsibilities:

- Manages sales activities to achieve or exceed assigned revenue objectives.
- Prospecting for new prospects.
  - <u>Strong prospecting skills</u> in finding new opportunities.
  - Solicits and maintains network of prospects.
  - Contacts prospective customers in assigned area to determine their needs and degree of interest in company's products and services.
- Performs sales presentations; ensures needed resources are available for effective demos.
- Prepares and presents proposals to clients and prospects utilizing existing VSoft programs and tools.
- Performs sales activities within assigned district/product area and/or named accounts.
- Participates in professional account management activities.
- RFP / RFI Management
  - Manages & coordinates the entire RFP / RFI process.
  - Ensures all sales support personnel assisting on a sale know as much about the prospective client as you do.
  - Prepares cover letters and executive summaries for RFP's, RFI's.
  - Reviews all RFP's and RFI's prior to prospective customer delivery.
- Negotiates, structures and closes "deals" that meet customer expectations and VSoft's ability to deliver.
- Coordinates proper company resources to ensure efficient and stable software sales.
- Manages personal sales expenses.
- Salesforce.com Management
  - <u>Accurately forecasts</u> monthly and quarterly revenues.
  - Maintains sales records and prepares sales reports as required.
  - Documents all meaningful discussions with prospects & clients, including meetings & trip reports in Salesforce.com.

- Documents future product needs and works with Product Management to facilitate enhancements if needed.
- Keeps informed of competitors' activities and products.
- Remains informed of company's products and services in order to more effectively perform sales activities.
- Address problems and concerns with existing customers and work together to ensure specific problems are resolved.
- Maintains positive customer relationships to maximize product/services satisfaction and the ability to obtain new sales.
- Advises management of breakdown in communications, loss of sales contract or service, and ensures corrective action is taken.
- Assists in the development of sales plans and strategies.
- May perform other duties as assigned.

Experience and Educational Requirements:

- Bachelor's degree, preferably in business, sales or marketing, or the equivalent combination of education, training and experience.
- Love and passion for sales is a must have.
- Experience selling software systems and/or knowledge of the banking/finance industry is a plus.
- Results-oriented with strong, proven sales skills and successful selling experience of 2+ years; outside sales preferred.
- Strong decision-making skills.
- Excellent written and verbal communication.
- Strong interpersonal skills.
- Effective time management and organizational skills.
- Must maintain a professional and pleasant demeanor and appearance.
- Ability to communicate to C-level officers both internally and externally.
- Must have a strong work ethic and desire to succeed. Tenacity, focused, persistence and integrity are all desired character traits.

Working Conditions:

- Virtual office environment
- Travel required up to 50% (during COVID, this percentage will likely be much less)