
JOB DESCRIPTION

Job Title: Business Development Manager

Department: Sales & Marketing

Reports To: Sales & Marketing Manager

FLSA Status: Exempt

Position Summary: The primary role of the **Business Development Manager** is creating new business opportunities to accelerate revenue growth through direct merchant sales. The Business Development Manager will drive revenue leveraging Payscout's multiple acquiring solutions and proprietary technology optimized for multi-channel processing in Accounts Receivable Management, Healthcare, Education, and E-tail/ecommerce.

Must be a high bandwidth, highly motivated individual with experience in merchant services and an understanding of integrated software business models. Must be comfortable working in a fast-paced environment and have the ability to resolve complex inquiries. Possesses deep knowledge and understanding of industry concepts, practices, procedures, and guidelines. Performs a variety of tasks and reports to a leader. Must be sensitive to confidential matters.

Essential Duties and Responsibilities: To perform this job successfully, an individual must be able to perform the following satisfactorily; other duties may be assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work as part of Sales & Marketing to understand customer requirements, promote the sale of company products, and provide Sales Functions including but not limited to outbound demand generation, fielding inbound leads, conducting discovery, leading pitch meetings, drafting and delivering proposals, and shepherding prospective accounts through onboarding.
- Work as part of Sales & Marketing in support of campaign activity.
- Coordinate with Sales & Marketing and Product in leading and building strategic relationships to achieve product/market fit.
- Prepare and deliver technical presentations that explain products or services to customers and prospective customers.
- Develop specific value propositions and implement go-to-market strategies that deliver unique differentiation in the payments industry.
- Keep informed on industry news and trends, products, services, competitors, relevant information about legacy, existing and emerging technologies, and the latest product-line developments.
- Identify and provide timely workarounds and solutions to meet customer's business needs.
- Responsible for being up to date in technical, legal, and compliance knowledge, as well as the competitive landscape of the payments industry.
- Arrange and carry out product training and demos.
- Perform a variety of tasks and support as needed.

Competencies: To perform the job successfully, an individual should demonstrate the following:

- **Analytical** - Synthesizes complex or diverse information; Collects and researches data; Uses intuition and experience to complement data; Designs work flows and procedures



- **Oral Communication** - Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions; demonstrates group presentation skills; participates in meetings.
- **Written Communication** - Writes clearly and informatively; edits work for spelling and grammar; varies writing style to meet needs; presents numerical data effectively; able to read and interpret written information.
- **Quality Management** - Looks for ways to improve and promote quality; Demonstrates accuracy and thoroughness.
- **Strategic Thinking** - Develops strategies to achieve organizational goals; Understands organization's strengths and weaknesses; Analyzes market and competition; Identifies external threats and opportunities; Adapts strategy to changing conditions.
- **Innovation** - Displays original thinking and creativity; meets challenges with resourcefulness; generates suggestions for improving work; develops innovative approaches and ideas; presents ideas and information in a manner that gets others' attention.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience:

- Bachelor's degree (B. A.) from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.
- Experience in payment processing, merchant services, and/or financial technology preferred.

Language Ability: Ability to read, analyze, and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write speeches and articles using original or innovative techniques or style. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, and/or boards of directors.

Math Ability: Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry

Reasoning Ability: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills: Word processing, Internet software, spreadsheets, e-mail

Certifications or Licenses: None

Supervisory Responsibilities: This job has no supervisory responsibilities.



Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand and walk. The employee is occasionally required to talk or hear. The employee must be able to occasionally lift and/or move up to 10 pounds. Specific vision requirements include close vision.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

The above job description is not intended to be an all-inclusive list of duties and standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as assigned by their supervisor.

