

## **JOB DESCRIPTION – VP, Sales**

Reporting to the President, the VP of Sales at Doxim will be mandated to take Doxim to a dominant position in SaaS Enterprise Content Management market with consistent year over year sales growth and solutions that uniquely solves specific business problems for our target markets. As an Executive team member you will participate in corporate planning, budget setting, and strategic direction including product & services, markets and channels. Through your collaborative leadership you will coordinate and promote a healthy team environment with other department participants, as well as internal and external partners. You will be responsible for implementing the corporate strategy to meet New Business targets for revenue growth through your effective management of the sales planning process for direct and indirect accounts. Specific accountabilities will be as follows:

- Sales Management and planning for direct and indirect accounts
  - Develop revenue and expense budgets, resourcing and coaching staff for best results
  - Develop and refine repeatable sales process, reporting and forecasting sales pipeline activity
  - Coach, lead and mentor staff, including:
    - hire and retain the right people that fit our culture
    - motivate and provide on-going direction,
    - manage performance standards and expectations
    - conduct performance and salary reviews,
    - mentor employees in order to develop their skills and career path within the company
    - determine employee development and training plans
  - Implement corporate strategy to meet New Business targets for Revenue Growth
  - Build sales team to achieve corporate revenue and profitability targets
  - Develop and execute a comprehensive account penetration strategy
  - Leverage an established network and pipeline utilizing on-line CRM tracking application
  - Timely and accurate preparation of Key Business Indicators (KBI's) and opportunity pipeline
  - Prepare and deliver proposals, presentations and product demonstrations
  - Develop and maintain relationships with senior customers and identifying new opportunities
  - Effectively probing and collecting needs requirements from clients based on a full understanding of all client needs, and deliver accurate and timely customer requirements to solutions development team
  - Open new accounts and extend the reach of Doxim services through applications and consulting services
  - Develop Success Measurements and metrics:
  - Keep actual expenses under budget quarterly unless revenue facilitates change

### General

- Must be able to effectively respond to constantly changing priorities and activities
- Other duties as assigned

Leadership/Financial Responsibilities:

- Manage T&E expenses, making effective and budget-sensitive travel arrangements
- Manage headcount expenses and timing based on approved corporate plan
- Provide leadership and guidance to sales team as required

Experience:

- Experience selling technology specifically software, SaaS, or outsourced services would be assets
- 5+ years of successful solution selling / Customer Centric Selling (CCS) experience in a business development or sales account manager role
- Knowledge of Financial and/or Banking environments and industry
- Solid understanding of managed services and IT outsourcing industry
- Extensive knowledge of the small and medium business market
- Experience in network and system management software preferred
- Excellent organizational, presentation and communication skills

Business Skills:

- Effective decision making ability and superior communication skills
- Superior client service orientation with the ability to work with clients at all levels
- Sound knowledge of problem solving techniques.
- Excellent organization and time management skills meeting deadlines as required
- Support for change and understand basic change principles
- Methodical, analytical and systematic approach to work
- Detail oriented and ability to handle multiple priorities
- Ability to work as part of a team, Flexible
- Travel approximately 50% across North America (10 days per month)