

Job Announcement

Lead Generation/Inside Sales Person

(Part-Time)

North American Lead Generation/Inside Sales Person for fast growing global life sciences software company. Position is located at the North American Corporate Office in Berwyn, PA.

About EXTEDO:

EXTEDO is the key solutions and services provider in the field of eRegulatory Affairs. The complete EXTEDO suite is unique in all that it covers: Medicinal Product Registration Planning & Tracking, Regulatory Submission Management, Pharmacovigilance Management, and Document Management (integration).

EXTEDO provides configurable off-the-shelf products, as well as customized and integrated solutions. EXTEDO also provides EURS, the validation, review and approval system for the EMA and more than 25 Regulatory Authorities worldwide.

Today EXTEDO serves more than 700 customers in 57 countries ranging from small companies with less than 25 employees to large multi-national organizations. EXTEDO is recognized as the worldwide leader in the following areas of life sciences: pharmaceutical, biotech and bio-pharmaceutical, generics, homeopathics, medical devices, healthcare, APIs, consultancies/ CROs and public sector.

About the position:

EXTEDO is looking for a part-time Lead Generation/Inside Sales Person with a minimum of 2–3 years telemarketing and/or cold calling sales experience preferably within the life sciences field. This individual must be able to demonstrate success in acquiring new customers, as well as, acquiring participants for seminars, conferences and events sponsored by EXTEDO. This role will assist the Sales and Marketing department in generating new business opportunities within the life sciences industry.

Job Responsibilities:

- Territory cold calling.
- Ability to adequately assess prospective customers' interest level and act accordingly.
- Build and maintain existing customer relationships until customer is ready to be passed on to an Account Manager.
- Investigate new opportunities with existing customers.
- Partner with Marketing/Sales group to develop campaigns to contact prospective clients.
- Enter prospective customers' contact information into CRM and monitor the database lists for conferences, seminars and other events.
- Prequalify potential leads.
- Provide support to the Account Manager when writing contracts and proposals.
- Constant follow-up with customers and prospects in consultation with Account Manager for all EXTEDO events, as well as, external seminars and conferences.
- Assist Marketing Manager with seminar activities.

For qualified interested candidates please send your resume or CV by e-mail to:

EXTEDO, Inc.
Sue Ocamb
1235 Westlakes Dr., Suite 285
Berwyn, PA 19312 / USA

E-Mail: ocamb@extedo.com
Internet: www.extedo.com

Job Qualifications:

- Excellent communication, organizational, and interpersonal skills.
- Results oriented with proven ability to meet timelines and established deadlines.
- Individual must be a self-starter with the ability to network to find new business opportunities.
- Comfortable with selling over the telephone.
- Customer focused relationship builder.
- Proven ability to meet set goals and expectations.
- Possesses a professional demeanor with a positive attitude.

Job Requirements:

- Minimum of 2–3 years telemarketing and/or cold calling sales experience.
- A background in or knowledge of life sciences is a plus.
- Previous work experience with a software vendor.
- Proven lead generation capabilities.
- Ability to acquire participants for seminars, conferences and other events sponsored by EXTEDO.
- Bilingual skills; Spanish is a plus.
- Contacts within the life sciences industry is a plus.
- Energetic, enthusiastic personality that is able to interact with internal and external parties.
- Flexibility and reliability to work independently, as well as, part of a team.
- Efficient and effective customer service skills.

EXTEDO offers a competitive compensation package and is well placed within a unique industry. Qualified and interested candidates please send your resume or CV to Human Resources, attention, Sue Ocamb at ocamb@extedo.com.

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