

Business Development Engineer Job Description



Job Title:	Business Development Engineer
Reports To:	President
FLSA Status:	Exempt
Department:	Sales & Marketing

Job Purpose:

The Business Development Engineer reports to the President and is responsible to: (1) drive growth and profitability, via sales activities – directly and by the use of field manufacturer’s representatives, assisting with various marketing and trade shows activities.

Duties and Responsibilities

- Drive development and commercialization of the various business segments of US BioDesign.
- Manage assigned customers for sales activities and business development.
- Communicate with assigned customers and suppliers to ensure business commitments are met and to drive positive relationships and market reputation for USBD.
- Review incoming purchase orders for assigned customers to ensure correct and complete data input into the database and electronic file; following the project through the development/manufacturing process, providing feedback to customer.
- Analyze job cost and project quotes to drive profitability for assigned customers.
- Research new technologies and market trends of interest to US BioDesign and its key customers, and provide strategic analysis for business growth.
- Analyze and discuss business opportunities with production personnel, as needed.
- Drive growth and profitability of Company by participating in strategic and tactical management decisions, focusing on long term growth and profitability. Performs other related duties as assigned.

Key Skills and Competencies:

- Effective oral and written communication skills.
- Proficiency with Excel/Word/Outlook/PowerPoint/Access and customer database management systems.
- Technical competency in textile technology and medical device technology, appropriate to the products and services offered by Company.
- Strong analytical and organizational skills.
- Ability to work independently and collaboratively.
- Effective planning & organizing skills.
- Integrity, Creativity, Persistence, and Achievement oriented.

Education / Experience:

4-year BS engineering degree required, masters engineering degree a plus.

**Business Development Engineer Job
Description**



Employee Signature

Date

Management Signature

Date