

POWDER PROCESSING & TECHNOLOGY, LLC
JOB DESCRIPTION

JOB TITLE:	Business Development Manager
REPORTS TO:	President

SUMMARY OF JOB: Responsible for identifying and capitalizing on new business opportunities for two sites specializing in Custom Processing for the Ceramics and Chemicals Industry. Maintain relationships with existing clients and provide overall expertise in organic and inorganic materials powder processing technology. Hands on process engineering experience, particularly with Spray Drying and Rotary Calcining a major plus. Ideal position for individual with process engineering experience looking to improve career path.

JOB RESPONSIBILITIES: Include the following (other duties may be assigned):

Client Development (50%)

- Qualify new prospects generated through the web site, social media or tradeshow.
- Proactively pursue new prospects using search and market discovery.
- Complete customer needs assessments including the operations, health and safety, and development team to understand the safety, environmental and capacity ramifications of new projects.
- Lead client project teams to implement the timely and effective trial plans.
- Ensure that Safety Data Sheets are available for the evaluation of our capability to safely process client's materials.
- Activity engage client outsourcing and engineering personal to ensure that client trials objectives are well understood and that those objectives are achieved.
- Coordinate client visits for introduction to our business or for the execution of trials on-site.
- Complete costing projections for new processing opportunities, make pricing recommendations and validate those projections at the conclusion of trial activity.

Marketing (15%)

- Assist the B2B effort in developing new prospects in your area of responsibility.
- Provide input into a web site strategy that ensures that right initial contacts follow up with inquiries.
- Assist in coordinating the social media effort in your client market
- Visit and meet with customers to support product development efforts and provide technical advice, when required. Travel will be required.
- Identify and participate in trade shows that will drive traffic of interest.
- Track customer progress, new opportunities and provide client reports via CRM.

Ongoing Client Care (25%)

- Maintain regular contact with clients to ensure we are on top of new developments and concerns.
- Maintain communication to important internal customers.
- Provide methods and operating procedures allowing efficient and safe operation of production equipment used for trials by new or existing customers.
- Assist in the development of health, safety, and environmental policies and procedures that will allow compliance with government regulations and good industrial practice.
- Serve as a technical resource for questions or problems related to the chemistry of plant products or processes,

Business Strategy and Planning (10%)

- Participate in business plan and annual budget preparation.
- Provide forecasts and trend analysis for existing and new projects lines and provide recommendations for process pricing strategy.
- Evaluate the overall business resources with the objective of ensuring customer satisfaction and future growth of projects and the company.
- Provide business evaluations including justification for capital equipment and other analyses as required.
- Participate in the recommendation of equipment that is necessary to process, improve quality, or improve customer satisfaction.
- Explore opportunities bordering on base expertise to launch new growth efforts.
- Anything else that is required to ensure the growth of the business under your responsibility.

EDUCATION AND/OR EXPERIENCE: B.S. Degree in Chemical Engineering, Material Science or equivalent; seven (7) years process engineering experience

Travel is required.