

OVERVIEW

Altitude Unlimited, Inc. is currently seeking a Sales & Marketing Operations Manager to start immediately on a full-time basis with career growth into a Director role

JOB SNAPSHOT

Employment Type: Full-Time

Base Pay: \$55-65K

Other Pay: Health insurance, 401K

Industry: Cybersecurity, IT Outsourcing, Hardware/Software Resale

Education: Bachelor's degree in Business, Marketing, Communications or related area

Experience: 2-3 years of experience working in a sales or marketing in professional services environment

Manages Others: No

Relocation: No

Required Travel: Occasional local travel to customers

JOB RESPONSIBILITIES

The Sales & Marketing Operations Manager will be responsible for:

- Manage marketing campaigns using marketing automation solutions
- Develop quotes for recurring maintenance and support contracts
- Assist sales management in development of proposals, quotes and profit models
- Follow-up referrals and submitted proposals on behalf of sales management
- Working with engineering, research bills of material for quoting and procurement
- Support inbound calls from vendors, partners, customers and prospective customers
- Participate in event planning and execution
- Provide support for project management on large, complex customer programs
- Maintain/update sales pipelines and data in CRM
- Oversee sales validation process
- Identify opportunities for new sales via cross-selling and evaluating existing customer base
- Assist with sales campaigns (phone and email) as needed
- Oversee procurement process making sure all hardware needed for projects is available for engineers when project begins

JOB REQUIREMENTS

- Bachelor's degree in Marketing, Communications or related area from an accredited college or university is required
- 2-3 years of experience working in a professional services environment in a marketing or business development capacity

- Excellent MS 365 or Office Suite skills (Word, Excel, Powerpoint, Outlook) required
- Ability to manage multiple priorities and support multiple stakeholders to meet deadlines while producing a quality deliverable
- Excellent written and verbal communication skills
- The ability to work well in a team atmosphere and via telephone
- A passion for technology and desire to become a marketing expert in the Cybersecurity sector, one of the hottest markets available

Compensation is highly competitive

Keywords: sales and marketing operations, sales operations coordination, CRM management