

Business Development Representative (Government)

Holmes + Brakel, Ottawa, ON

Since 1975, Holmes & Brakel has been delivering unparalleled services in the furniture industry. Specializing in offices and workplaces, we offer a full suite of services that encompasses design, sourcing, and installation. Our success would be impossible without our unwavering customer focus; as a family business, we've been able to maintain that focus since we started.

We're looking for a new **Business Development Representative (Government)**: someone with a keen eye for detail and a good mind for business.

Business Development Representative (Government)

Your goal in this position is to generate new business and develop strategic relationships within the public sector, specifically in government (federal, provincial, and municipal). As the first member of our Government/public sector sales team, you'll have a voice in building this sales team and creating efficient processes.

Responsibilities:

- Leverage your existing networks and understanding of government regulations to open new doors to business, building new government client partnerships
- Research prospective clients and other new business development opportunities
- Schedule client meetings, and travel locally as needed
- Listen to and understand client needs and research how we can help, as well as provide quotes and pricing information to clients as needed
- Maintain relationships with our furniture manufacturers and other internal teams

You'll excel in this role if you:

Can manage relationships – you build lasting partnerships easily, have great interpersonal skills, make your prospects feel heard and always follow through.

Are a strong communicator – you get your message across clearly, whether through a professional emails or casual conversations.

Are entrepreneurial and analytical – you take risks using past experiences, intelligence, and mining data for insights to make sound decisions.

If this sounds like you, and you're ready to put your government sales expertise to use and build something from the ground up, then we can't wait to meet you.

Qualifications:

- Willingness to complete a security clearance background check
- Experience in a sales and new business development role, directly interfacing with clients
- Experience selling to government or other similar public sector clients
- Experience in the contract furniture industry or contract furniture dealer environment
- Strong proficiency with Microsoft Office Suite (Outlook, Word, and Excel)
- Valid driver's license and access to a reliable vehicle

- Bilingualism/full fluency in both French and English would be a significant asset
- Project management experience would be an asset

Working with Holmes + Brakel

This is a full-time, permanent position, working Monday-Friday in our Ottawa office. There will be travel involved to meet with clients mostly in Ottawa with some Quebec travel. You'll receive a competitive annual base salary commensurate with experience, plus commission structure. You'll also enjoy health benefits, paid vacation, and car and cell phone allowances.

While we've experienced great success over the years, we've also stayed true to our roots as a family business. Our employees love it here, and people tend to stay with us for a long time, and we hope you will too.