



Position: Digital Sales and Marketing

Starting time: July 1, 2021

Type: Salaried position, full time 8am-4:30pm,

Hourly Wage: \$25/Hr

Description for Quantum Link Logistics:

Quantum Link is an established, exciting, and fast-growing logistics provider.

We are exceeding our client's expectations in the transportation, warehousing and pick & pack industry. We are extremely customer centric and place a high value on the people we serve as well as those who work within the company. We are looking for a dynamic individual who enjoys dealing with people and being part of a strong team.

A Day-2-Day Snapshot of the Role:

The day to day of a Digital coordinator will include the following tasks but not limited to: Outbound Calling, Inbound Calling, List Building, Quoting, Identifying Opportunities, Client Management & Tracking, Customer Relationship Management Software Tracking, Networking, and teamwork. At Quantum Link Logistics the Digital coordinator will be responsible for qualifying and pursuing leads created by the marketing team as well as the leads they have identified as high value potential customers. You will be responsible for communicating and working with the operations team as well as supporting the executive team with high value deals and strategic partnerships. This is a self-motivated role as you will be given the freedom to grow in the role and will become the backbone of the team. As the team scales and grows this position will transition from Digital Coordinator to Digital Manager so an understanding and ability to generate reports and track progress is critical. Lastly you will be responsible for achieving the KPIs and goals set for your role set by the executive team.

Responsibilities:

- Prospect for new opportunities
- Establish and build strong relationships with clients and vendors
- Proactively sell products and services to new and existing clients
- Coordinate between operation & for client solutions
- Help team drive results
- Manage HubSpot CRM software
- Create Email Follow up Copy
- Build Strong Customer Relationships
- Conduct Customer Audits (opportunity Identification)
- Helping resolve any customer issues
- Customer Service
- Conduct client needs assessments using a consultative approach
- Develop proposals and present solutions to clients
- Contract negotiation
- Post-sale actions

Digital Tools:

- HubSpot CRM
- MS Suites (Word, Excel, PowerPoint)
- Internal Inventory software (Tailwind, LoadLink)

Requirements:

- Have a valid BC driver's license and a reliable vehicle
- Must be willing to be out of the office involved in activities up to 50% of the time
- Have excellent (English) communication skills; written & verbal (both over the phone and in person)
- Must be able to work independently and as part of a team
- Self-Starter who is focused on personal & professional development
- Professional Training is given preference
- Post-Secondary Education in Business or Communications is given preference
- Preferred relevant Experience (1-2 years)
- Experience in the industry (Min 2 years)
- Technologically Up to speed (computer savvy)
- Experience with a CRM
- Cold Calling Experience
- Nice to have (Some marketing experience)

Please send all resume applications to: eric@quantumlinklogistics.com

This internship is funded by the Government of Canada under its Digital Skills for Youth (DS4Y) program. DS4Y, an initiative from Innovation, Science and Economic Development Canada (ISED), provides an opportunity for youth to gain valuable training and work experience needed for today's digital economy.

For more information about the DS4Y program in New Brunswick, please visit

<http://www.cybernb.ca/DS4Y>

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