

Title: Business Development Specialist

PRiME MRI, A Memorial MRI and Diagnostic Company, has led the way in providing comprehensive diagnostic imaging and treatment services using advanced technology and state-of-the-art equipment. Our physicians, leadership team, technologists, and support staff make up our premier practice. We are responsible for facilitating the needs of physicians and healthcare providers to ensure that every patient receives the highest degree of care and compassion. At PRiME, we are looking for Ideal Team Players willing to go above and beyond for the team to achieve our organizational goals and success.

DUTIES AND RESPONSIBILITIES (including but not limited to):

Assist the Director of Business Development and/or Chief Development Officer with the execution of strategy and development of niche markets.

Consistently meets with internal and external stakeholders to develop and maintain relationships that lead to new business for the company.

Consistently documents business meetings and discussions in a timely manner.

Utilizes effective communication and diplomatic skills when dealing with internal and external stakeholders.

Liaises with appropriate stakeholders to bring forth issues as identified related to service, operations, scheduling, and other barriers to business.

Manages and prioritizes multiple tasks and regularly reevaluates priorities according to business needs.

Researches, analyzes and monitors assigned market(s) to identify potential new business or improve current service offerings.

Participates in and/or coordinates on and off property meetings and events as needed.

Maintains cooperative working relationships with all necessary departments to ensure budgeted sales goals are achieved.

Collaborates with leadership to develop a creative plan that generates leads by prospecting multiple sources through cold calling, in person visits, telephone calls and email campaigns.

Develops comprehensive sales presentation materials tailored to the needs of individual consumers.

Provides customers with the highest standard of customer service through timely follow up contact and consultation after the sale to protect and grow market share in assigned territory.

Maintain a thorough working knowledge of all services offered and awareness of the competitive market, pricing, and services.

Identifies maximum occupancy of each modality to provide and fill void areas to meet or exceed sales objectives.

Interacts directly with referring accounts to promote services and tools provided by the company.

Establishes and maintains good relationships with clients, networking groups, professional organizations, and the community to develop new business.

Knowledge, Skills and Abilities Required

Strong customer service, writing and organizational skills.

Ability to exercise professional discretion regarding sensitive and/or confidential issues.

Ability to comfortably speak with physicians, attorneys, and other decision makers in offices.

Ability to ask for and receive business from new and existing customers.



Sufficient proficiency in speaking, reading, and writing the English language necessary to perform the essential functions of this job.

Ability to effectively communicate with patients, physicians, family members and co-workers.

Ability to work under pressure and balance many competing priorities in a positive and supportive manner.

Ability to manage multiple projects with attention to detail and efficiency.

Proficient in Microsoft Excel, Outlook, Word, and PowerPoint.

Ability to work in a multi-task fast paced environment and make accountable decisions when problems arise.

Excellent listening, verbal, written and interpersonal communications skills.

Ability to professionally handle exposure to confidential/sensitive information.

Excellent analytical skills

Ability to work effectively in a dynamic team environment.

Ability to keep a professional, mature, calm demeanor in any given situation or environment.

Ability to adhere to confidentiality agreements regarding clients and business information.

Possess an inner desire to learn and grow both individually and as a member of a dynamic team.

Strong work ethic, including punctuality and reliability.

QUALIFICATIONS:

High School Diploma or Equivalent

Dependable and professional candidates with excellent customer service/verbal skills in person and over the phone.