

Executive Summary: Sales Coordinator

In support of our growth as a leading IoT Solutions Innovator, Mesh Systems is seeking to hire a **Sales Coordinator**. In this role, you will help spearhead efforts to market and sell world-class IoT solutions to customers across diverse markets. This is a unique opportunity to collaborate daily with internal and external stakeholders at Fortune 500 companies, SMB's, and key partner organizations such as Microsoft.

The ideal candidate can wear many different hats in support of revenue growth and customer satisfaction. You will work closely with Sales and Product Leadership to optimize processes and boost client acquisition and growth. You must demonstrate a keen ability to listen, contemplate, ideate, innovate, create, and most importantly **communicate** with both customers and internal teams. You will play a key role in conveying innovative solutions clearly and concisely in both written and presentation formats to a diverse audience of technical and business-minded stakeholders and decision makers. Above all, we're looking for somebody who is versatile, team-first, and detail-oriented!

This position is full-time with salary, benefits and is envisioned as a hybrid work environment based in Carmel, IN.

The position will report directly to the **VP of Business Development or Director of Business Development**.

Job Responsibilities:

- Take lead in the creation of customer proposals and presentations in collaboration with the Sales, Product, and Solution Architecture teams
- Work with Account Executives to aid in their selling process, as required
- Work with the marketing department to assist in supporting the sales organization
- Continually look for ways to improve the efficiencies of the current sales processes
- Spearhead the management of our CRM database to ensure accuracy and proper reporting
- Project manage team communications including newsletters, team meetings, and bi-monthly townhalls
- Support senior leadership on quarterly business reviews and other key meetings
- Demonstrate a high level of client facing skills with the ability to represent Mesh Systems in a professional manner at all times
- Perform in-depth research and be able to establish cursory knowledge of industry-related topics including competitive landscape, technology roadmaps, and ecosystem products

Requirements:

- Bachelors Degree in a business related subject
- 2-3 years of business experience related to sales and/or marketing coordination
- Demonstrated ability to meet deadlines as well as handle and prioritize simultaneous requests, while managing stakeholder expectations
- A keen interest in Emerging Technology and Innovation
- Elite Project Management and organizational skills
- Excellent oral and written communication skills
- Advanced computer skills, specifically Microsoft Excel, Word, and PowerPoint

About Mesh Systems:

[Mesh Systems](#) is an Internet of Things (IoT) Solutions Innovator that helps enterprises achieve digital transformation. With over 16 years of experience working with Fortune 500s and industry leaders, Mesh Systems has IoT engineering competency across hardware, software, wireless technologies, and cloud services. We have been regularly awarded as one of the most innovative companies in the IoT ecosystem. As a sales-driven, partner-

focused organization, we continuously seek to drive value and maximize the benefits of IoT for the enterprises we serve.

What is the Internet of Things (IoT)?

IoT is a business revolution that has been brought about by incremental advances in technology. Internet-connected devices are all around us in the form of tablets, smartphones, and laptops, but IoT is about connecting the plethora of other *things* to the internet like espresso machines, beer tap handles, light poles, thermostats, and industrial machinery. By extracting key information from these devices, companies can better understand their customers, increase the safety and sustainability of their products, and fundamentally reinvent their business models. IoT is growing fast and is expected to be a \$500 billion industry by 2023. There has never been a more exciting time to be a part of this field.

Working at Mesh has its Perks!

Salary, company bonus, medical, dental, vision insurance, 401k plan with match, flexible work from home, growth and development opportunities, flex-time off, company paid life insurance, Friday lunch & learns, and unlimited snacks, fruit, coffee and sodas!

Equal Opportunity Employer:

Mesh Systems is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. Our goal is to employ a diverse mix of talented people who want to come, to stay and do their best work.