

**FRANKLIN COUNTY BOARD OF MENTAL RETARDATION
AND DEVELOPMENTAL DISABILITIES**

2879 Johnstown Road
Columbus, Ohio 42319

POSITION OPEN: GROUP EMPLOYMENT DEVELOPER – ESD

MINIMUM QUALIFICATIONS: Bachelor's Degree required; minimum of 2 years experience in Sales with a strong emphasis on telemarketing; proven track record in securing new accounts; knowledge of the MR/DD field is preferred; must be able to lift, bend, push and pull up to 25 pounds; dependable transportation needed

LICENSE/CERTIFICATION REQUIRED: Adult Services Certification – Ohio Department of MR/DD; valid Ohio Driver's License – Ohio Bureau of Motor Vehicles

DUTIES/RESPONSIBILITIES

Secures new customers/group employment opportunities by means of calling on industries through telemarketing and travel by car in Central Ohio

Reviews information of potential customers' needs; ensures work is consistent with On-Site Crew operations and skill levels of clients and evaluates customers' facilities for safety and ADA compliances

Responsible for securing signed quotes and service agreements with new and existing customers and submitting information so that job activations can occur; assists with the coordination of scheduling the On-Site Crews Management Team to perform Job Start up once signed quotes and job activation have occurred; negotiates a start date for the crew based on the On-Site Crew Management Team's recommendations

Provides weekly reports to the On-Site Crew Operations Manager and Employment Services Director; participates in weekly planning meetings and makes recommendations on –short and long term marketing strategies

Works with the ARC Industries Sales staff and Employment Services Job Developers to assure a cohesive sales effort for ARC Industries' plans and assists in development of public relations effort on an annual basis for assigned area

Maintains current information regarding federal and state minimum wage and prevailing wages

Performs other related duties as assigned

IF INTERESTED, PLEASE APPLY AT 2879 JOHNSTOWN ROAD, COLUMBUS, OHIO 43219 OR
www.fcbrdd.org

AN EEO EMPLOYER