



## ***Career Opportunity***

### ***Ontario Industrial Roofing Contractors Association***

Founded in 1964, the OIRCA is a professional group of industrial, commercial, institutional (ICI) roofing and sheet metal contractors, product suppliers/manufacturers and building science consultants/engineers. Our mission is to assure through accountability, excellence in roofing construction. Our vision is that we become the only source for ICI roofing contractors in Ontario.

### **Business Development Manager**

The Business Development Manager will report to the Executive Director and be responsible for promoting the OIRCA and its membership to those who specify, purchase or procure roofing services in Ontario's ICI construction sector. This is a newly created full-time position based out of Toronto with some travel required. A competitive salary with bonus and health benefits will be offered.

#### **Duties and Responsibilities**

- Develop a database of individuals and organizations that specify, purchase or procure roofing services (procurers).
- Contact, communicate and make presentations to these procurers.
- Promote the Association, its Members and our Mission and Vision.
- Participate at functions, including trade shows for organizations that represent procurers.
- Communicate with Active, Consultant and Associate Members to work together and coordinate efforts to reach these procurers.
- Any additional responsibility as delegated by the Executive Director.

#### **Qualifications**

- Degree or diploma in architectural/engineering technology or business.
- Minimum 5 years architectural/construction related sales experience.
- Roofing related sales experience an asset.
- Proficiency in Microsoft Office.
- Strong communication and organizational skills with self-confidence and an ability to work independently in a professional construction environment.

**Interested individuals are asked to submit their resume to e-mail address [oirca@ontarioroofing.com](mailto:oirca@ontarioroofing.com) only. While all applications are appreciated, only those candidates selected for interview will be contacted.**

*Ontario Industrial Roofing Contractors Association*

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