



Senior Sales Associate

Department: Corporate Work-Study

FLSA: Classification: Exempt

Employee Type: FT/12-mo

Reports To: Director, Corporate Work Study Program (CWS)

Who We Are: Opening in 2009, Cristo Rey Jesuit (CRJ) now has student enrollment of over 525 young men and women. Cristo Rey Jesuit offers a rigorous college preparatory education available exclusively to students of limited economic resources in the Houston area. Our unique Corporate Work Study Program places students in Houston businesses and nonprofits where they learn the expectations of the corporate world and earn up to 50 percent of the cost of their education. Cristo Rey Jesuit belongs to the national Cristo Rey Network of schools and the national Jesuit Schools Network.

Read more about CRJ's teaching model and school community on [our website](#).

Who YOU are: We are seeking a dedicated, intellectually curious and mission driven individual who is open to growth and wants to be part of our community. They will have the unique opportunity to help develop one of Houston's most promising educational options for young men and women from families with low to moderate income. An ideal candidate should have an appreciation of the school's mission and a commitment to the values of Catholic education and be comfortable modeling an active and inspiring faith life for all in the community.

The Job: In this role, the CWS Senior Sales Associate is responsible for identifying, prospecting, engaging with and developing new corporate partner relationships for the CWS Program. You will help manage the new partner onboarding process, developing, and executing sales tactics that contribute to the securing of new partners or renewal of existing ones, and developing business and civic relationships and networking to achieve client sales goals. This individual will work closely with the Senior Manager -Business Development and Sales, as well as collaborate with the CWS Steering Committee (Jobs Committee).

Responsibilities: Core duties and responsibilities include the following. Other duties may be assigned.

Job Procurement & Retention:

- Primary responsibility for new partner acquisition
- Design, lead, and execute acquisition strategies
- Source, procure and coordinate job placements
- Identify new partner prospects through market research, leveraging existing client partnerships, relationships with business and civic community stakeholders, etc.



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- Develop and deliver pitches prospective corporate partners, including cold calling, lead follow up, up-selling and cross-selling
- Identify networking events to attend in order to connect with new prospects

Sales Database Management:

- Collaborate with CWS staff to manage primary sales databases including Salesforce (Work Studyforce 2.0), and the Cross-Sell Database provided by the Cristo Rey Network, ensuring that information is accurate and current
- Manage Salesforce including generating renewals and setting up new partners
- Assist in managing the Prospect Database sheet for the CWS Committee

Account & Relationship Management:

- Build strong relationships with students, via being a model of conduct and offering guidance as they are introduced to the corporate work world, as well as building relationships with the professionals at various workplaces to ensure success
- Serve as a liaison to an assigned portfolio of CWS business partners and manage corporate accounts through developing and maintaining working relationships with CWS supervisors and decision makers
- Conduct site visits in accordance with Department of Labor requirements

Education and/or Experience: Bachelor's degree from four-year college or university in business management

Key Competencies:

To perform this job successfully, an individual should possess the following key competencies:

- Proven commitment and ability to serve and connect on a personal level with the diverse and dynamic students and families, faculty, staff and other stakeholders that comprise the Cristo Rey community
- Persuasive communication and negotiation style, with excellent interpersonal, and written and verbal communication skills
- Experience in direct sales or sales support experience
- Comfortable working independently and collaboratively to problem solve in a rigorous workplace environment
- Working proficiency with Salesforce or other customer relationship management software
- A desire to learn and be part of the unique Cristo Rey Jesuit mission, recognizing the educational value and financial importance of the work study program

Computer Skills:

To perform this job successfully, an individual should have knowledge of Microsoft & G-Suite database software; spreadsheet software; word processing software; electronic mail software; and presentation software. Familiarity with Salesforce or another customer relationship management software.



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Compensation: Competitive salary, benefits, and paid vacation.

Physical Requirements and Work Environment:

- Regularly interact with students, parents, staff, corporate partners, and visitors.
- Work at a desk and computer screen for extended periods of time.
- Has own transportation and has the ability to drive around the greater Houston area.
- Be able to occasionally lift up to 30 lbs.

Cristo Rey Jesuit College Preparatory School of Houston and Cristo Rey Jesuit Corporate Work Study Program, Inc. are equal opportunity employers.