

## POSITION DESCRIPTION

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**POSITION:** Account Manager

**REPORTS TO:** Vice President, Sales

**Issue Date: November 5, 2010**

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Medgate develops the industry's most advanced Occupational Health and Safety software on the market. Our clients span across all industry types and government agencies globally. Be a part of company that is growing and helping health professionals be more efficient at their jobs.

### PRIMARY RESPONSIBILITIES:

1. Diligent follow up on prospective accounts
2. Perform onsite and remote software demonstrations as needed
3. Manage sales process from prospecting to contract negotiations
4. Strong written skills to respond directly to RFI, RFPs etc.
5. Attend and promote Medgate at trade shows and other corporate events

### EXPERIENCE:

- Prefer that the applicant hold the Certified Occupational Health Nurse (COHN) or Certified Occupational Health Nurse-Specialist (COHN-S).
- OH&S market experience an asset
- Advanced computer skills: Microsoft Word, Excel, PowerPoint, CRM packages (Microsoft CRM), WebEx
- Must have an ability to work independently as well on a team.
- Must possess strong time management skills.
- Must have excellent interpersonal skills
- Possess strong written and verbal communications skills.

### LOCATION:

- USA or CANADA

### COMPENSATION:

Competitive base salary plus commissions and bonus