

Job Title: Business Development

Location: Cockeysville, MD

About the Position:

We are looking for a self-motivated, diligent, and dynamic individual who can work both independently without supervision and in a team environment. Individual must have proven business development experience in a fast-moving industry. The position will be responsible for current and new business development in a professional and courteous manner and establishing solid relationships with our customer base. The position requires working independently to handle new and current business relationships with the company, working closely with management, installation technicians, support technicians, other business development representatives, customers and developers to provide superior customer service in support of CompuWeigh and other modules developed and sold exclusively by Paradigm Software, LLC. The individual will need to have excellent oral and written communications skills.

About Us:

Paradigm Software, L.L.C. continues to be the leader in the weighing and routing industry, providing state of the art software solutions for over 25 years. You will be joining a company focused on providing solutions that utilize the latest available technologies which are supported by a team of well-qualified industry professionals.

Responsibilities:

- A demonstrated ability and desire to perform business development duties which include but are not limited to professional and courteous phone skills, producing sales lead correspondence, memos, customer correspondence, responding to Request for Proposals, attending regional, national and international trade shows, and other materials.
- Work with other staff members to improve, streamline, and enhance procedures.
- Basic knowledge of Microsoft Office products.
- Great interpersonal skills accompanied with strong communication and organizational skills.
- Ability to prioritize and multi-task.
- Perform any other duties as needed as specified by management.

Key Qualifications:

- Bachelor of Arts Degree in Communications, Business or similar experience
- Business Development
- Customer Service
- Microsoft Office Suite
- Written/Oral Communication Skills
- Strong commitment to high quality work and timely deliverables
- Ability to work under pressure and work in very close proximity with other highly talented employees

Paradigm Software, LLC is an equal opportunity employer. We actively promote a drug-free workplace.
Please email your resume and the attached application to jackie.barlow@paradigmsoftware.com.

Employment Application

An equal opportunity and affirmative action employer

113 Old Padonia Road, Suite 200
Cockeysville, Maryland 21030
Phone 410-329-1300
Fax 443-275-2509



Software for the Weighing and Routing Industries

Personal Information

Last Name First Name Middle Initial Date

Other names by which you have been known (for date verification and reference checking purposes)

Home Phone Business Phone Email Address

Permanent Address City State Zip Code

Previous Address (If at current address less than 5 years) Driver's License Number/State

Are you legally authorized to work in the United States? Yes No

If you are hired by Paradigm Software, L.L.C., will you be able to provide (without visa sponsorship or other action by Paradigm Software, L.L.C.) documents establishing your legal right to work for Paradigm Software, L.L.C. in the United States? Yes No

Are you under 18? Yes No If you are under 18 and still in high school, you may be required to provide a work permit upon hire.

How were you referred to Paradigm Software, L.L.C.? Paradigm Website Other website (specify below) Advertisement (specify below) Self
 Employee Referral (specify below) Agency (specify below) Other (specify below)

Name of Referral Service

Have you ever been employed by or contracted with Paradigm Software, L.L.C.? Yes No Full-Time Contractor through
If so, when?

What position did you hold? Manager

Employment Interest

Position Desired Salary Desired Date Available

Have you interviewed for another position at Paradigm Software, L.L.C.? Yes No
If so, when?

Education and Training

Indicate last level completed: High School College or University Graduate School

Name of High School, Technical School and College	City, State	Major	Degree

Additional education, vocational, professional, military, or other information you feel may be helpful to us in considering your application:

(Over)

Work History

Please list most recent employer first.

Company Name		Street Address	
City	State	Zip Code	May we contact employer? <input type="radio"/> Yes <input type="radio"/> No
Starting Job Title		Final Job Title	
Supervisor's Name and Title			Phone
Reason for Leaving			
Job Duties		Dates of Employment	
		From (mo/yr)	To (mo/yr)
		Starting Rate of Pay (\$)	Ending Rate of Pay (\$)

Company Name		Street Address	
City	State	Zip Code	May we contact employer? <input type="radio"/> Yes <input type="radio"/> No
Starting Job Title		Final Job Title	
Supervisor's Name and Title			Phone
Reason for Leaving			
Job Duties		Dates of Employment	
		From (mo/yr)	To (mo/yr)
		Starting Rate of Pay (\$)	Ending Rate of Pay (\$)

Company Name		Street Address	
City	State	Zip Code	May we contact employer? <input type="radio"/> Yes <input type="radio"/> No
Starting Job Title		Final Job Title	
Supervisor's Name and Title			Phone
Reason for Leaving			
Job Duties		Dates of Employment	
		From (mo/yr)	To (mo/yr)
		Starting Rate of Pay (\$)	Ending Rate of Pay (\$)

Business Reference Data

Please list at least one present or former manager.

Name	Email Address	Phone	Business Relationship
1			
2			
3			

Read Carefully and Sign

I certify that the information contained in this application is correct to the best of my knowledge, and I understand that any misstatement or omission is grounds for ending the hiring process or dismissal. I authorize verification of information provided on this application; and authorize the references listed above to give you all pertinent information concerning my previous employment; and release all parties from all liability for any damage that may result from furnishing same to Paradigm Software, L.L.C. In consideration of my employment, I agree to conform to the rules and regulations of Paradigm Software, L.L.C. I further agree that either I or the Company may terminate my employment with our without cause and with or without prior notice, at any time. Finally, I understand that no representative of the Company other than an Executive Officer has the authority to enter into any agreement for employment for any specified period or time, or to otherwise alter the foregoing.

Signature	Date
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