



Vice President Operations and Business Development

Early Stage Construction Software Company

BuildSite designs and develops software for construction professionals. Our mission: to help talented people be more productive, so they can focus on the parts of their job they love to do.

We have recently released new software called Submittal.com. The application, which is patented, connects specifications with submittal documents and works from the creation of the Log through Closeout and Operations. Extensive market research plus our own project experience tells us we can create significant value for owners, GC's, subcontractors, and suppliers.

We are looking for a Vice President Operations and Business Development. This is a general management position, perfect for a candidate who wants to play a key role in scaling an emerging company.

Role and Responsibilities:

Responsibilities include:

- Work, as part of a team, to develop a set of flagship customers, primarily ENR 400 general contractors: create awareness, identify decision makers, set up pilot projects, and convert trials to paid accounts.
- With customers, refine how Submittal.com solves their problems and fits into their workflows. Specify business rules and features and collaborate with our engineering team to implement them.
- Develop, with the company's president, a sales and marketing "engine" to power the company's growth. This includes augmenting existing CRM and other systems and processes, managing the development of email, web marketing, and other initiatives, and building the organization.

- Contribute to the blog and to building a Customer Advisory Board. Help set brand and company strategy.

The position encompasses business development, product development, marketing, and general management. It includes strategy, structure, process, and direct customer contact.

Candidate Profile

- The mindset of a builder. Knowledge of and enthusiasm for construction and the creation of an enduring company.
- A successful track record, six or more years, in multiple roles including business development and product management. SaaS experience is ideal.
- A knowledge base and set of contacts in the Architecture, Engineering, Construction (AEC) industry. Virtual Design and Construction (VD&C) experience is especially helpful.
- First class verbal, writing, and listening skills. Adept at building trust.
- Successful experience in an emerging company with limited resources and management oversight.
- Willingness to travel, post-Covid, up to 30%.
- BA/BS degree in any subject, engineering preferred but not required. Advanced degree attractive, but not required.

The job is full time; geography is flexible. Compensation would include a monthly salary, benefits, and incentives.

If you're interested and qualified, please get in touch with us. Please send your resume and cover letter to hr@buildsite.com. Please put "VP Ops" in the subject line. We look forward to hearing from you!

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