



Why NYSTEC?

Are you looking for a different type of experience? Are you looking for a place where your hard work is rewarded and where you can truly have a work/life balance? Are you motivated by a pay for performance culture including a generous Total Rewards package? Do you thrive in an environment of trust and mutual respect, creating a solid foundation for collaboration, growth, high performance and success?

Come work for New York's trusted independent technology advisor and live the NYSTEC Experience. The NYSTEC vision is threefold: to be the trusted advisor of choice, to be the partner of choice, and to be the employer of choice. As part of the NYSTEC team, you can strive to achieve this vision through your daily actions by acting with urgency to respond to our clients' needs, challenge yourself to add value while bringing clarity to complex problems and believe that through teamwork, we can make our clients and peers successful—which, in turn, makes each of us successful.

To get a preview of working at NYSTEC, please access our [Career Page](#).

NYSTEC is currently searching for an **Account Executive** to discover and close opportunities with the state and local government within the NYC region.

Are you a fit?

The successful candidate will have experience selling professional services supporting public sector clients within New York City local and state government. The geographical home office for this position is flexible based on candidate location, however you will be expected to operate out of our NYC Manhattan office. Relocation is not available. This position works collaboratively with the Director of Business Development to identify and capture business with the state and local government within the NYC region. The three pillars of this role are **Business Development, Discovery and Close Opportunities and Client Satisfaction**.

- Experience selling within the professional services industry
- Professional businesslike image
- Strong knowledge of the information technology industry
- Strong writing experience, preferably with proposals and contracts
- Strong business acumen
- Strong computer skills, including experience using MS Project, MS Powerpoint, MS Word, MS Excel, MS Outlook, MS Visio, SharePoint, Web Browsers or equivalent
- Must be astute and comfortable with extensive travel with NYC
- Must be able to travel between Albany, New York City, Rome and client sites
- Live the NYSTEC Experience

Qualification, Knowledge, Skills and Abilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the qualifications, knowledge, skill and/or ability required. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.



- Ability to work under minimal supervision and demonstrate independent initiative, specifically the drive to achieve new business opportunities and sales.
- Possess excellent verbal and written communication skills and demonstrate strong interpersonal skills.
- Strong collaboration skills promoting open and honest communication, mutual respect, and strong teamwork.
- Ability to achieve annual revenue targets.
- State and local government entity expertise. This includes experience with large government contracts, including professional services contracts terms and conditions, and a network of industry contacts.
- Must possess strong organization skills and ability to manage projects effectively and meet specific deadlines.
- Present a professional and business like image to clients, visitors, and the public.
- Strong computer skills, including experience using MS applications (Project, Powerpoint, Word, Excel, Outlook, Visio, SharePoint, Web Browsers) or equivalent.
- Strong understanding of professional services industry, including an understanding of finance and accounting principles associated with professional services organizations.
- Strong knowledge of all services delivered by NYSTEC and attuned to trends and emerging developments
- Commitment to the NYSTEC Experience

Education and/or Experience

Minimum of a Bachelor's degree in a business or technology related field with 5 years of relevant experience including expert knowledge of information technology industry, proposal writing, contracts management, business development and sales, and building strong teams. Equivalent combination of advanced education, training, and experience will be considered.

If all of this sounds like something you'd like to be part of, we invite you to consider joining our team. Please submit a resume and cover letter to dmontgomery@nystec.com.

As an Equal Opportunity Employer, NYSTEC does not discriminate in its employment practices due to an applicant's age, race, color, religion, sex, sexual orientation, citizenship status, marital status, protected veteran, or disability status, or any other protected classification.

Applicants must be currently authorized to work in the United States without the need for visa sponsorship now or in the future.

**BRINGING CLARITY
TO COMPLEX
TECHNOLOGY PROJECTS**