

**ICAT Logistics, Inc.**  
**Job Description**



**Job Title:** Director of Agency Recruiting

**Department:** Agency Relations

**Reports to:** CEO

**General Purpose of job:**

Responsible for the operations of the agency recruitment and business development function.

**Essential Duties and Responsibilities:**

- Generation of profitable revenue through adding agencies or sales individuals to the ICAT enterprise.
- Development of a detailed sales strategy and plan for adding agencies to the ICAT enterprise.
- Tracking, mentoring, and growing these agencies and individuals through their sales efforts.
- Providing regular sales progress reports to the CEO on an agreed upon schedule; using the CRM as agreed
- Other emergent duties and projects that may be requested in support of ICAT's fast paced environment

**Minimum Job Requirements:**

- 4-year college degree in Business Administration, Marketing or related field strongly preferred
- 5+ years of airfreight forwarding or logistics outside business-to-business sales experience strongly preferred
- Proven successful sales track record with demonstrated over-achieving quota attainment and progressive growth
- Previous agency or business ownership or like-kind experience (preferred)
- Experience with selling franchises, distributorships or similar organizational relationships where the sales success is dependent upon overall *value*, not just price
- Proven industry connections with focus on building lasting mutual partnerships
- CRM management; consistent and organized upkeep of systems reminders and accountability
- Persistent, strong work ethic
- Established credibility with a high level of personal integrity
- Strong, effective communication, negotiation and interpersonal skills
- Understands and responds to situations that require a sense of urgency
- Loyal and dedicated to the success of colleagues and team members
- Detail-oriented with excellent organizational and consistent follow-through skills
- Ability to prioritize and work independently with minimal supervision

**Personal Characteristics:**

- Strong work ethic with a persistence in pursuit of objectives
- Understands and responds to situations that require a sense of urgency.
- Consistent in follow-up and follow-through
- Credible with a high level of personal integrity
- Loyal and dedicated to the success of colleagues and team members.
- Optimistic outlook toward all activities, able to transmit this optimism to others.
- Will naturally adopt ICAT's core values and seamlessly assimilate into ICAT's culture.

**Company Overview:**

ICAT Logistics' goal is to be the workplace of choice for the best and brightest. The attraction of top talent and hiring of A players is our corporate focus. Our mission of helping all we touch grow begins with our ICAT teammates. We recruit, hire and train based on experience and strengths and often modify a position for the best fit.

Our teammates truly understand our mission and are empowered to find the right solutions for our clients, resulting in the WOW feeling they have come to expect from ICAT. Entrepreneurialism, self-determination, and love of learning are just a few of the characteristics that describe our people. Family atmosphere, personal growth and mutual support are attributes we strive for.

From the first office in Baltimore opened in 1993, ICAT has expanded to 17 offices in the US and to over 100 global affiliate partners. ICAT has won awards and industry accreditations both regionally and nationally. Both financially strong and forward thinking, ICAT is poised for unprecedented growth. **Do you have what it takes to join the ICAT team?**

**Supervisory Responsibilities:** N/A