



Job Description:

Title: Architectural Manager

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Position Description:

DESCRIPTION

Reporting to the National Architectural Manager, the Architectural Manager ensures that Schluter Systems products are established as, and become a key resource for, information, education, and solutions for the architectural and design community. Providing exceptional customer service and support during tradeshow, presentations, and job site visits, the Architectural Manager is autonomous and possesses extraordinary technical knowledge and abilities.

COMPETENCIES

- BA or BComm in Commerce, Business Management, or other related fields
- 5 to 7 years of experience in a related position
- Perfectly bilingual, oral, and written (for Quebec candidates only)
- Familiarity with the company products, territories, markets, and clients
- Effectively deliver on goals and deadlines for department
- Excellent verbal and written communication skills
- Possess strong leadership and problem-solving skills
- Demonstrates good time management, territory management, and project management skills
- Comfortable with travelling up to 80% of the time to accommodate customer needs and expectations





PROFILE OF INNOVATION

- Able to drive a company vehicle & pass a driving record background check

RESPONSIBILITIES

- **Library updates:** Perform updates and maintenance of customer libraries with the most up-to-date product information and literature
- **Architectural and Design education:** Conducting in person AIA/CEU & product specific presentations throughout various locations, such as A&D offices, dinners, industry events or online
- **Specification Generation:** Assisting architects, interior designers and mechanical engineers to include Schluter systems products into project specifications or master specifications
- **Product Recommendations:** Working with architects and interior designers to provide recommendations for design concerns
- **Customer support:** Providing customer support to commercial tile installers and general contractors regarding product questions and point of sale options
- **Specification Review:** Review architects or interior designers existing specifications and assist with recommendations for updates
- **National Accounts:** Work closely with national accounts to build relationships that allow us to increase sales and forecast market trends or potential issues that may arise
- **Trade shows:** Attend Commercial and Architectural trade shows to increase relationships with architects, interior designers, national accounts, commercial tile contractors and industry partners
- **Project Management:** Track large projects and national accounts from specification through installation
- **Distributor Training:** assisting Territory and Commercial Managers with architectural education for inside and outside distributor salespeople





PROFILE OF INNOVATION

- **Job-site Meetings:** Visit job sites pre and post installation to assist installers and architects to achieve the desired finished product and prevent issues that may occur
- **Industry Associations and Committee Involvement:** Participating in Industry associations and committees to further relationships with manufacturers while promoting Schluter Systems views and products
- **AIA and Commercial presentation development:** Continuing to create and update our presentations in conjunction with the Education Manager to include the latest Schluter Systems products and best reflect the current state of installation and future developments within the building community
- Understand the market and the Company's philosophy for the purpose of developing and implementing sales and marketing strategies
- Maintain, effectively manage, and provide storage for Company samples, literature and promotional materials
- Complete special projects as directed by Schluter management
- Represent Schluter Systems (Canada) Inc. in a positive, professional and enthusiastic manner in all matters

About Schluter Systems Canada

Schluter®-Systems is a family-owned and internationally renowned company that has been rapidly growing over the last 10 years. The Schluter brand is backed by a team of people working together to create a line of innovative products that provide solutions to the tile industry. We're looking to build our team with individuals who like to think BIG, and want to be part of what makes our products--extraordinary. We are a company that treats its employees, suppliers, and customers as long-term partners. Where success is built on a win-win philosophy and everyone should benefit.

"Profit is not the goal of the business. Profit is the consequence of a job well done"..... Werner Schluter, Founder

Are you interested in a truly unique and special company? Hear from our employees on what it means to be part of the Schluter family: <http://www.schluter.com/careers> . Then if you're ready to see life in Orange, talk to us about this career opportunity at Schluter®-Systems.

