**Job Description**

Job Title: **Business Development Manager** (BDM)

Department: phs Teacrate - Sales

Reports To: Sales Director

**­­­­­­­­­Core Purpose**

The primary role of the business development manager is to prospect and identify new clients by networking, cold calling, advertising or other means of generating interest from potential clients from across all markets.

The role requires you to attend self-generated and pre-arranged meetings with a view to selling the organisation’s services in a way that maximises delivery efficiencies and leads to long term customer relationships.

Responsible for meeting a pre-determined revenue target and maintaining the company’s CRM database in line with company policy.

**Key Responsibilities**

Develop and own a strategic plan for our services within specific targeted areas aligned to the business growth strategy.

* Prospecting, cold calling, qualifying/identifying new business opportunities.
* Attend surveys and meetings, to provide quotations and contract proposals.
* Approach organisations and gain interest in phs Teacrate services.
* Present and sell all services to potential clients.
* Following up and keep detailed records of new leads resulting from field activity via CRM.
* To work with Marketing to ensure maximum penetration for sector campaigns.
* To provide all relevant feedback for sector campaigns and tradeshows, therefore allowing for a full analysis to determine the success and weak areas of the activity.
* To take lead ownership for all tender submissions within the markets. Ensuring all aspects of the submission are detailed in accordance with the business needs for the submission, maximizing profitability for the delivery solution.
* Associated administration duties.
* Work towards set KPIs and sales strategy objectives.

**Skills and Knowledge Required**

* To be able to inspire, motivate, influence, and work closely with your colleagues.
* Strong, persuasive character, able to negotiate strongly without jeopardising a positive outcome.
* Excellent presentation skills and ability to command the attention of senior audiences.
* Natural self-starter, confident with developing new opportunities from scratch.
* To have a strong commercial mind and can make logical and well thought out decisions.
* To be able to work well under pressure without compromise.
* The ability to prioritise workload without procrastination.
* Entrepreneurial flair coupled with professional, team-oriented execution.
* To be able to communicate effectively and confidently with clients and colleagues at all levels.
* Full clean driving license.
* Appropriate level of IT skills for the Microsoft Office suite.

**Desired Experience**

Direct RTP Industry experience required.