

Role Description: Business Development Executive

Reporting to: Director

Location: Normal place of work will be Cumnor, Oxfordshire, UK

We're looking for a Business Development Executive for B2B sales of our online enquiry management & reporting software.

Job purpose:

A Business Development Executive works to generate new business for a company. They are experienced sales professionals who use their skills and experience to the best advantage of the company. These executives are good at handling multiple clients and have very good customer relations skills.

Key responsibilities and accountabilities:

- Proactively generating revenue from outbound activity
- Maximising revenues from inbound leads
- Building and managing a pipeline of opportunities and forecasting accurately
- Developing a high level of industry knowledge
- Communicate effectively with both management and other team members
- Cold calling
- Attending appointments
- Demo software
- Close deals
- Networking
- Digital marketing
- Search Engine Optimization
- Identifying new leads
- Promoting products
- Performing follow up duties
- Managing clients post sale

Competencies:

The Business Development Executive will be expected to bring the following competencies to the role:

- A minimum of 2 years sales experience, ideally including solid B2B telesales
- A track record of successfully creating opportunities, closing business
- Excellent written and verbal communications skills
- Self motivated person who is able to work on their own initiative
- Good team player
- Are numerate and computer literate
- Are able to build rapport and communicate professionally at all levels
- Have a positive “can do” attitude, showing enthusiasm and desire to succeed
- Understanding of digital marketing & social media
- Good network of contacts within a target market

Personal Attributes:

- Driven, self-motivated and organised
- Self-aware, confident and determined
- Personal gravitas
- Think fast and talk with commercial integrity
- Excellent at listening, questioning, and responding to gained information
- Read audience well and quickly identify key players
- Passionate about learning more and improving your skills
- Making cold calls
- Being enthusiastic, ambitious and confident
- Being thorough and motivated
- Being professional, flexible and amicable
- General interest in social media & digital marketing
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Benefits:

- Commission scheme included
- Car allowance

Pre-Requisites:

- Where relevant, must possess a valid UK visa

- A current UK driving licence