

Business Development Executive

- Cardiff Bay
- Hybrid Working, 3-4 Days in the Office and 1-2 Days working from Home
- Full Time, Permanent
- Monday – Friday, 9am-5.30pm
- Salary circa £25,000 - £30,000 per Annum, Depending on Experience
- Comprehensive Benefits Package including:
 - Annual Bonus, subject to business performance
 - Enhanced Annual Leave
 - Private Healthcare
 - Life Assurance
 - Defined Career Progression
 - Autonomy and flexibility to work from home/office

The Company:

A dynamic organisation benefitting from a modern structure and an agile, fluid, team-centric model. As experts in their fields, they are a collaboration of instinctively commercial professionals, passionate about delivering the best service, with their people and clients at the heart of everything they do. They pride themselves on total quality at all levels of their business, measuring their success by long-standing client relationships.

The Team:

Curious and innovative, not held back by tradition and pivotal to ensuring the delivery of a best-in-class support function.

The Role:

As a Business Development Executive, you will play a crucial role in driving the growth and success of the business by identifying and pursuing new business opportunities. You will work collaboratively across all divisions of the business, to develop and implement strategic business development initiatives that align with the growth objectives.

Responsibilities:

- Develop and implement effective business development strategies to drive revenue growth and expand the client base.
- Interrogate data, respond to and follow up on warm leads, cross selling the services of the business and engaging prospective clients for the future.
- Conduct market research to identify potential clients, market trends, and competitors, and provide actionable insights to support business development efforts.
- Build and maintain strong relationships with existing clients, ensuring excellent client satisfaction and retention.
- Identify and engage with prospective clients through various channels, including networking events, industry conferences, and online platforms.
- Collaborate with internal stakeholders to prepare compelling proposals and pitch presentations tailored to client requirements.
- Assist in the development and execution of marketing campaigns, including digital marketing initiatives, social media presence, and content creation.
- Monitor and analyse key performance indicators (KPIs) to evaluate the effectiveness of business development strategies and make data-driven recommendations for improvement.
- Stay updated with industry trends, developments, and changes in the competitive landscape to identify new business opportunities.

- Support business participation in industry associations, events, and sponsorships, ensuring maximum exposure and business development opportunities.
- Maintain accurate and up-to-date records of client interactions, business development activities, and pipeline opportunities using the internal CRM system.

Sills, Experience & Qualifications:

- Bachelor's degree in business, marketing, or a related field.
- Proven experience in business development, sales or client account management within a professional services environment.
- Excellent communication and interpersonal skills, with the ability to build rapport and establish credibility with clients and colleagues.
- Demonstrated ability to think strategically, identify opportunities, and develop innovative business development strategies.
- Highly organised with strong project management skills and the ability to handle multiple priorities simultaneously.
- Proficiency in using CRM software and other business development tools.
- Self-motivated and driven, with a results-oriented mindset and a proactive approach to achieving targets.
- Strong analytical skills, with the ability to analyse data, generate insights, and make informed decisions.
- Flexibility to attend events and engage in business development activities outside of regular office hours when necessary.

Aspire Recruitment Services Limited is acting as an Employment Agency in respect to this vacancy.