

## **Business Development Executive**

We are currently recruiting for a Business Development Executive to join our ambitious team.

Reporting to the Client Services Director, the successful candidate will combine the acquisition and development of new business opportunities with the management of a number of existing client accounts.

By joining our highly skilled and award winning team, you will get the opportunity to think creatively and work on a wide range of interesting and challenging projects in the e-learning and digital media field.

As well as a competitive salary and a generous benefits scheme, we offer a great working environment in a friendly and supportive team.

### **Key Activities:**

The successful applicant will be expected to contribute positively to all aspects of business development activities including:

- Fielding of initial sales enquiries
- Assisting the team with the preparation of written tenders and proposals
- Conducting relevant desk research activities
- Conducting cold calling to establish leads in target sectors for the Business Development team
- Meet with prospective clients to scope requirements and to present tailored solutions
- Work on direct sales campaigns within a defined territory

### **Essential criteria:**

- Third level Qualification in Business / Management or related subject matter
- Minimum 3 years' experience in a client account, sales or business development role that involves working directly with clients
- Proven ability to acquire and develop new business / Demonstrate track record of sales success
- Excellent written and personal communication skills
- Proficient IT skills in using Microsoft Office software

- Valid UK/EU Driving License

**Desirable Requirements:**

- Experience of using consultative selling techniques
- Experience of selling online solutions and services
- Experience in the use of a Customer Relationship Management system

**Personal Qualities:**

- Able to analyse and interpret information quickly and effectively
- Self-motivated and confident
- Effective communicator / negotiator
- Well organised
- Able to work independently or as part of a team
- Inquisitive and keen to learn
- Adaptable to fast changing requirements

A competitive salary + generous benefits including contributory pensions scheme will be offered to the successful candidate.

To apply for this role, please send a cover letter outlining the skills and approach you think you could bring to the team with a detailed curriculum vitae to [info@aurionlearning.com](mailto:info@aurionlearning.com)