

VERSION 1.0  
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## JOB DESCRIPTION

BUSINESS DEVELOPMENT MANAGER

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MICRON COMMUNICATIONS LIMITED  
UNIT 3B COLDHARBOUR BUSINESS PARK  
SHERBORNE DORSET DT9 4JW

<b>Title:</b>	Business Development Manager
<b>Reports To:</b>	Key Accounts Director
<b>Escalation:</b>	Operations Director

### PURPOSE OF JOB ROLE:

Your role is to win new business for Connectivity, IT, Network, Software, WIFI and Telecoms solutions. Primarily within the Hospitality sector, targeting independent hotels to large branded and high-end boutique hotels and groups across the UK. You will be required to generate your own leads through networking activities, research and contacts. Whilst the focus of the role is new business there is some sales engagement of existing clients. Existing knowledge of solution partners such as; Gamma, Expo-E, Cyber Security vendors, HP, Aruba, Cisco, Ruckus Mitel and NEC and a desire to learn more is essential to develop and be successful in this role.

Your primary objective is to support the business strategy through the generation of new business wins, ensuring the technology solutions fulfils the client's requirements.

### KEY ACCOUNTABILITIES

Below is a list of key activities associated with the role. The list is non exhaustive, and the employee will from time to time be asked to fulfil other duties as directed by the Management Team.

- Work closely with the Operations Director and Key Accounts Director to develop a target list and new business sales strategy
- Identify, target and winning new profitable business with new clients
- Build and maintain a strong pipeline, ensuring that new business is targeted in a consultative approach
- Achieve/exceed OPEX (Recurring Revenue) based targets through new business sales growth
- Maintain weekly KPI's and activity plans
- Actively build relationships with key influencers and stakeholders within specific business sectors and apply your sound commercial skills towards delivering tailored solutions to meet their requirements
- Networking into new business channels in a demonstrable and structured manner Keeping up to date records in Salesforce for sales, customers and correspondence
- Deliver excellent customer service
- Maintain a small number less than 10 of key accounts
- Proactively update knowledge on existing and new products / services Micron offers and keep up to date with trends in the target markets
- Provide detailed and accurate project handovers to the internal teams

## QUALIFICATIONS & EXPERIENCE

- Minimum 3 years' experience in selling technology
- A proven track record in building a strong business pipeline and converting sales
- Experience of selling at least 2 of; Connectivity, IT Networks, Cloud, Telecoms, Software
- A strong knowledge of data networks and converged platforms; both on premise and cloud
- Proven ability to develop and maintain an effective network of contacts and build relationships at all levels within organisations
- Experience of working on large single site and group multi-site tenders
- Valid driving licence as this is a field based role

## SKILLS & BEHAVIOURS

- Confident but personable and engaging with clients
- Excellent communication, presentation, and relationship management skills both verbal and written
- Strong listening and interpersonal skills
- Ability to independently manage and develop customer relationships
- Will always be accountable and transparent
- Flexible with a 'can-do' attitude
- Be effective and productive in a home working environment

I have read and understand all the contents of this job description. This job description describes the principal purpose and main elements of the job. It is a guide to the nature and main duties of the job as they currently exist but is not intended as a wholly comprehensive or permanent schedule and is not part of the contract of employment. Therefore, you may be required from time to time to carry out tasks requested by the Management/Directors.

Employee name: \_\_\_\_\_

Employee signature: \_\_\_\_\_

Date: \_\_\_\_\_

Directors signature: \_\_\_\_\_

Date: \_\_\_\_\_