

Job Description

Job Title: Business Development Executive

Location: Mangalore

Overview: We are seeking a dynamic and enthusiastic individual to join our team as a Business Development Executive. This entry-level position is perfect for a recent graduate or someone early in their career who is looking to make an impact in business development. The ideal candidate should possess excellent presentation skills, proficiency in Microsoft PowerPoint, and a keen interest in client engagement. This role will focus on supporting business development efforts by creating and delivering compelling presentations that showcase our company's capabilities and offerings.

Key Responsibilities:

1. Client Engagement and Lead Generation:

- Build and maintain strong relationships with potential clients, understanding their needs and goals.
- Generate leads through market research, networking, and outreach strategies.
- Collaborate with internal teams to customize solutions that meet client requirements.
- Attend client meetings for presentations or product demonstrations, traveling as needed.
- Act as a client liaison, ensuring follow-up on inquiries and next steps.

2. Presentation & Communication:

- Develop and deliver engaging presentations that effectively communicate our company's value proposition.
- Ensure consistency in branding and messaging across all client-facing materials.
- Gather information from internal teams to develop presentations and respond to client needs.
- Clearly and confidently present ideas to clients, partners, and stakeholders.

3. Metrics & Reporting:

- Track and report key performance indicators (KPIs) related to business development activities.
- Provide regular updates to management on progress, client engagement, and areas for improvement.

Required Qualifications:

- Bachelor's degree in Marketing, Business Administration, or a related field.
- Proficiency in Microsoft PowerPoint and other presentation tools.
- Strong written and verbal communication skills.
- Excellent organizational and time-management skills.
- A professional appearance and confident demeanor.

Desired Skills:

- Willingness to travel as needed to client sites for presentations or demonstrations.
- Ability to present ideas effectively to diverse audiences.
- Adaptability to a fast-paced, dynamic work environment.
- Strong interpersonal skills and a collaborative mind set.
- Detail-oriented, ensuring consistency in branding for all materials.

Preferred Experience: Prior internship or relevant experience in a similar role is advantageous but not required.