



Fastflow Pipeline Services Limited

Business Development Manager Job Description

Job Title	Business Development Manager
Reporting To Job Title	Managing Director

Purpose
To create new business opportunities in profitable market sectors to meet the objectives of the business plan. Developing and building relationships with clients, consultants, architects, design companies and other third parties to promote and market the skills, expertise and experience that the Company possesses to increase and secure the level of tendering opportunities available.
Specific Responsibilities
<ul style="list-style-type: none"> • Ensure that FPS HSE&Q standards, operating processes, company policies and all legislative requirements are understood, implemented and adhered to at all times. • Working with the Managing Director and management team, create and agree the Business Development Strategy detailing market and service growth targets. • Devise and implement the action plan to achieve the Business Development Strategy, specifying targets and milestones for review. • Generate individual client development plans aligned to the business objectives. • Develop collaborative working relationships with the team, especially with commercial and operations management. • Understand procurement programmes, contract renewal dates and new service opportunities internally and externally for all target clients. • Establish effective working relationships with clients and other stakeholders relevant to business strategy. • Maintain strong relationships with target clients and others to retain and grow profitable revenue. • Remain up to date and expert in agreed fields by understanding how changes in legislation or regulation affect market opportunities or client needs. Make recommendations of changes that need to be implemented to ensure the Company maintains and increases its market presence. • Have thorough understanding of FPS's unique selling points and services and be able to apply these to customer needs and create business opportunities from this. • Inform the business of opportunities to innovate or develop new services to meet client requirements. • Seek wherever possible negotiated opportunities that allow FPS to negate the need for open market tender and therefore accelerate works to site. • Grow service mix, based on profitability and fit with the Business Plan. • Regularly review the approach to work winning and create innovative ways to continually improve and keep one step ahead of our competitors. • Co-ordinate and host hospitality functions which may entail working outside normal business hours but which is to be taken as normal duties. • Contribute to and support in the production of submission bids as necessary. • Maintain valid and up to date competitor and market information. • Provide accurate sales forecasts and management reports as required. • Keep accurate records of client activity and business opportunity. • Lead all of the People responsibilities for the team (if applicable) including undertaking and monitoring the completion of Performance & Development Reviews, supporting and coaching team members to achieve both individual and business objectives • Manage all employee related matters, liaising with People Services as necessary • Participate in external forums and networking events to keep abreast of opportunities and to promote the FPS brand. • Champion our core values and lead by example in all that you do. • Any other duties assigned.

Criteria

- Relevant Degree or equivalent
- Professional membership of appropriate body
- Demonstrable experience of winning business with new clients in same/similar sector
- Demonstrable experience of ongoing organic growth of work through existing clients and Fastflow subsidiary companies.
- Thorough understanding of the importance of effective relationship management with clients and other stakeholders
- Ability to adopt different techniques to positively influence results
- Articulate and effective communicator at all levels; who presents with passion and belief whilst demonstrating a thorough understanding of the business portfolio
- Understanding of the markets FPS serves
- Commercially astute with a good understanding of the pipeline for opportunities going forward
- Strong knowledge / familiarity with the housing sector desirable
- Computer literate in MS Office
- Proven track record of bid management throughout the full bid lifecycle
- Ability to work under pressure
- Well organised with good time management skills
- Strong written and oral communication skills
- High Attention to Detail
- Confident and enthusiastic
- Be self-motivated with the ability to work remotely as well as part of the team

We offer a competitive salary.

We will also support you in your career development.

Job Type: Full-time

Eligibility

In line with the requirements of the Asylum & Immigration Act 1996, all applicants must either be eligible to live and work in the UK or must obtain permits to work in the UK prior to application. Documented evidence of eligibility will be required from candidates as part of the recruitment process.

Fastline Pipeline Services are commitment to Equality, Diversity and Inclusion, and we are proud to be an inclusive, equal opportunities employer that seeks to attract and retain the best people from the widest talent pool, and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, age, disability, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity. All applications will be dealt with in the strictest of confidence, and we are committed to ensuring that all candidates are treated fairly, and with respect and dignity throughout the recruitment process.

Applications

If you feel that you have the relevant skills and experience to successfully carry out this role please apply by sending a covering letter and a copy of your current CV to melissa.smith@fastflowgroup.co.uk

Or by post to

Melissa Smith
HR Manager
Fastflow Pipeline Services
11 – 12 Parsons Road
Parsons Industrial Estate
Washington
Tyne and Wear
NE37 1HB