

**JOB TITLE:** Business Development Manager

**REPORTS TO:** Managing Director

**JOB PURPOSE:** Reporting to the Managing Director, the Business Development Manager will hold a 100% sales role and will work as part of the dynamic Logistics team, with a key focus on developing new business with new and existing clients at a high level within the residential and commercial construction sectors.

### Salary

£30 - £35k p/a

### MAIN TASKS AND RESPONSIBILITIES:

#### Business Development

- Business development for all sectors within the Logistics division
- Maintain high level of communication with prospective clients
- Carry out duties allocated by your Line Manager as part of the division's Sales & Marketing Plan
- Use all company resources to generate leads
- Identify sectors, products, target companies and projects
- Assess key competitor costs and charge rates
- Take a pro-active approach to telephone sales and arranging client appointments
- Undertake canvassing process in line with the group guidance notes
- Maintain contact, build and maintain a good working relationship with prospective clients by way of pro-active telephone contact
- Make initial contact with companies in accordance with team's sales plan
- Take enquiries from companies
- Obtain credit approval for companies
- Provide companies with a quote for our services
- Follow up companies in accordance with the team's sales plan
- Set up customer accounts on CRM System
- Create and develop business opportunities with new clients.

#### Business Support

- Ensure that all incoming telephone calls and e-mails are actioned, recorded on Electronic Database System (RDB) and passed on to the appropriate person if necessary
- Ensure that the company's health and safety systems are successfully communicated and administered and that they form a fully integral part of the overall operative terms and conditions of engagement
- Use the company's intranet (Talent Hub) as a key tool for following Company procedures, processes, etc. and for general information/updates on the Company and its activities.

### **The Role**

- 100% business development role
- Maintain a high and constant level of communication with potential clients
- Profile, interpret and agree customer requirements
- Build client database by client mapping companies and projects
- Add and maintain all client information to our CRM System (RDB)
- Be responsible for Client communication throughout all assignments
- Networking calls to senior clients to arrange presentations of the services we offer
- Increase commercial knowledge for relevant markets
- Arrange meetings with key account clients, new and existing, with a view to increasing the number of tenders we receive to build our business

### **Financials**

- Meet and exceed personal revenue targets
- Be aware of the sales revenue and gross profit generated
- Ensure each logistics package is delivered to budget and to Client expectation
- Manage personal Key Performance Indicators (KPI's) and Key Performance Areas (KRA's) reports weekly and send to Managing Director.

### **General**

- Embrace and demonstrate commitment to the McGinley Values
- McGinley service standards are to be adhered to at all times. Clients are always right!
- Comply and operate in line with company's procedures outlined in the BMS.

**Please APPLY now by sending your CV to [hello@mcginleylogistics.co.uk](mailto:hello@mcginleylogistics.co.uk) or call us on 0330 024 1347**