

Job Title: Business Development Executive

Department: Sales & Marketing

Position Summary:

The Business Development Executive is responsible for identifying, qualifying, and closing new business opportunities for the company. This includes developing and executing sales plans, building relationships with potential clients, and negotiating contracts. The ideal candidate will have a proven track record of success in sales, as well as strong communication and negotiation skills.

Essential Duties and Responsibilities:

- Execute sales plans to meet and exceed revenue goals.
- Generate new leads through a variety of channels, including cold calling, networking, and online marketing.
- Build relationships with potential clients.
- Negotiate contracts.
- Manage the sales cycle from start to finish.
- Present and demonstrate products and services to potential clients.
- Conduct market research and analysis.
- Stay up to date on industry trends.
- Manage and track sales pipeline.
- Report on sales progress to management.

Skills and Qualifications:

- BSc / BA / Bcom or Bachelor's degree.
- At least 1 year of experience in a similar role.
- Knowledge of IT Solutions & Services.
- Excellent active listening, negotiation, and presentation skills.
- Knowledge of IT hardware solutions e.g., Networking, Server, Storage, Firewall, etc.
- Proficiency in spoken and written English is desirable. Excellent communication and interpersonal skills.
- Problem-solving and decision-making aptitude.
- Strong ethics and reliability.