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# BUSINESS DEVELOPMENT MANAGER (BDM) ONBOARDING DOCUMENT

## TAXinINDIA – Revenue Sharing Opportunity

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### 1. Introduction to TAXinINDIA

TAXinINDIA is a professional service organization offering comprehensive taxation, compliance, legal, and business registration services across India. We operate through a network of Franchise, Master Franchise, Service Points, and Service Centres.

Our objective is to expand our national presence by appointing dynamic Business Development Managers (BDMs) who can generate leads, onboard partners, and contribute to revenue growth.

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### 2. Role Overview – Business Development Manager (BDM)

The BDM will work on a **remuneration-based revenue sharing model**. The primary responsibility is:

- Identify potential individuals/businesses interested in:
  - Franchise
  - Master Franchise
  - Service Point
  - Service Centre
- Convince and convert them into TAXinINDIA partners.
- Facilitate business generation through these mapped partners.

This is a performance-based opportunity with unlimited earning potential.

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### **3. Scope of Services Offered by TAXinINDIA**

BDMs will promote the following services:

#### **Taxation & Compliance**

- Income Tax Return (ITR) Filing
- GST Registration
- GST Return Filing
- TDS Compliances
- Professional Tax
- ROC Compliances

#### **Business Setup Services**

- Private Limited Company Incorporation
- OPC Registration
- LLP Registration
- Partnership Firm Registration

#### **Audit & Accounting**

- Statutory Audit
- Internal Audit
- Accounting & Bookkeeping Services

#### **Legal & Registrations**

- Trademark Registration
- MSME Registration
- Udyam Aadhaar Registration
- Other Government Certifications

#### **Business Support Services**

- Project Reports
  - Agreements Drafting
  - Legal Documentation
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## 4. Working Model of BDM

### Step 1: Data Collection

BDM will gather potential leads from:

- Google Search
- Just Dial
- Google Maps
- Business directories
- Social media platforms
- Local market references

Target audience:

- Tax practitioners
  - Accountants
  - Consultants
  - Entrepreneurs
  - Business owners
  - CA firms (non-conflicting segment)
  - Individuals interested in business opportunities
  - Fee-lancers or Self Employed
  - Retired Professionals
  - Student
  - Professional House wife / Woman looking for professional work
  - Small / Medium potential Business owners
  - All other potential Individuals or organisation
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### Step 2: Calling & Pitching

BDM will:

- Contact prospects
  - Introduce TAXinINDIA opportunity
  - Explain business models (Franchise / Master Franchise / Service Point / Service Centre)
  - Explain investment, support, and earning potential
  - Address queries
  - Close the deal or forward warm leads to company closing team (if applicable)
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### Step 3: Onboarding & Mapping

Once the partner joins:

- Confirmation and sign onboarding form
  - The partner will be officially mapped under the respective BDM.
  - All business generated through that partner will be tracked.
  - Revenue generated from the mapped partner will be recorded.
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## 5. Revenue Sharing Model

- TAXinINDIA reserves its margin from the business.
- **10% of the revenue (from company's share) will be paid to the respective BDM.**
- Revenue share applies to:
  - Franchise fees (if applicable as per policy)
  - Service revenue generated through mapped partners
- The BDM will continue to earn as long as the mapped partner generates revenue.

This ensures **recurring income opportunities**.

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## 6. Example of Earning Model

Example Scenario:

If a mapped franchise generates ₹5,00,000 business in a month, and the company retains its margin:

If the company's revenue portion = ₹2,00,000  
BDM share (10%) = ₹20,000

The more active franchises you onboard, the higher your passive recurring income. Recurring income will be shared automatically when mapped franchise generates revenue.

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## 7. Support Provided by TAXinINDIA

- Business presentation materials
- Service portfolio details
- Pricing structure

- Standard pitch guidance
- Training session (if applicable)
- Backend operational support
- Centralized service processing
- Branding & marketing support

BDM focuses only on:

- Lead generation
  - Conversion
  - Relationship management
  - Business Generation
  - Payment collection
  - Compliance and management
  - Monitor working of each mapped franchise, master franchise etc
  - Reporting to company
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## 8. Ideal Candidate Profile

- Good communication skills
  - Confident in tele-calling
  - Basic understanding of taxation/business services (preferred but not mandatory)
  - Self-motivated and target-oriented
  - Ability to work independently
  - Access to phone and internet
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## 9. Nature of Engagement

- This is not a salaried position.
  - It is a performance-based revenue sharing opportunity.
  - No fixed working hours.
  - Work from anywhere model.
  - Unlimited earning potential based on performance.
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## 10. Growth Opportunity

High-performing BDMs may:

- Handle larger territories
  - Get higher revenue slabs (based on performance review)
  - Become Regional Business Heads (subject to policy)
  - Participate in company expansion planning
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## 11. Compliance & Professional Conduct

BDMs must:

- Represent TAXinINDIA ethically and professionally.
  - Avoid false commitments.
  - Follow company pricing & policies.
  - Maintain proper lead records.
  - Not misuse company branding.
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## Acceptance & Confirmation

I, \_\_\_\_\_, understand the

Business Development Manager role at TAXinINDIA.

I acknowledge:

- This is a revenue-sharing opportunity.
- I will receive 10% of the company's revenue from my mapped partners.
- No fixed salary is applicable.
- My earnings depend on performance and business generated.
- I agree to follow company policies and professional standards.

Signature: \_\_\_\_\_

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

Place: \_\_\_\_\_

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### Document checklist

- PAN
- Aadhaar Card
- 2 photo
- Cancelled Cheque