



# Business Development Job Description

**POSITION:** Business Development

## **MISSION**

To develop new business opportunities and provide our clients with high quality, innovative solutions that are tailored to meet their needs.

## **RESULTS**

1. Achieve target client/revenue growth
2. Deliver an exceptional client experience
3. Expand market awareness/presence

## **KEY SKILLS**

1. Communication/interpersonal skills
2. Relationship building
3. Selling to the needs of clients
4. Collaboration
5. Time management
6. Planning and strategizing
7. Analytical thinking

## **KEY ATTRIBUTES**

1. Visionary
2. Entrepreneurial spirit
3. Client-focused
4. Knowledge and understanding of industry
5. Action-oriented/results-driven
6. Adaptability
7. Positive attitude
8. Ability and willingness to learn

## **BIG 3 GOALS**

1. Improve Market Awareness of SiTESPAN
2. Build the Company Reputation
3. Expand the Client Portfolio

## **VITAL FUNCTIONS**

1. Increase the pace at which the industry hears, sees, or thinks about SiTESPAN
2. Work on methods for bridging the connection between quality of execution and sales
3. Maintain existing client satisfaction

## **VITAL PRIORITES**

1. Company growth
2. Client satisfaction
3. Professional development