

JOB DESCRIPTION



Title: Commercial & Business Development Manager

Reports to: CEO

Responsible for: None

Office location: Home working essential (post Covid restrictions, work location split between Banbury offices (OX16 0AE) and home working)

Job Purpose

The Commercial & Business Development Manager will form an important role in the team, working with the Executive Team on defining strategies to ensure the company meets its goals for growth, maximising the value from our achievements and helping us to drive sustained success.

We want this person to achieve excellence by bringing in work from new and existing clients, whilst working alongside the wider team to maximise brand position and create development opportunities.

Role Requirements

- To develop and coordinate the promotion of the Agilysis brand, product portfolio, and list of consultancy services in the UK and worldwide
- To identify new opportunities to win business through bids, tenders and frameworks
- To identify appropriate contract and sales opportunities from existing clients
- Coordinate with product managers to promote existing solutions to the market, and further develop these to meet changing customer demands
- Develop and manage central client management systems (CRM) to build market intelligence
- Work with the Head of Finance on systems for monitoring sales activity, growth forecasts, and solutions for processing orders.

Role Desirables

- Lead on establishing and maintaining key commercial partnerships
- Lead on bid preparation with support from the Executive Team
- Advise on new trends and developments that could be exploited for commercial success

Skills and experience

- Track record of success in sales/business development roles
- Significant proven experience of building and maintaining commercial relationships
- The ability to work with senior managers and technical experts to identify commercial opportunities
- The ability to leverage market insight to strengthen the company's commercial position
- Good understanding of client management systems and marketing tools
- Bid and tender writing experience
- Knowledge of the Road Safety Sector is not required but would be an advantage

Scope and Scale

The role will cover all aspects of the Agilysis and RSA business and is not limited to any individual project or division.

Performance Expectations

The post-holder will be appraised by the CEO and shall provide commercial reports to the Executive Team. They will be expected to have a high degree of autonomy and work without guidance but in accordance with agreed management policies and procedures.

Approval & Review

Signed:

Date: 09/04/2021

Post approved by: Richard Owen

This job description is due for review on: 9th May 2021

Job Description

Agilysis Limited

A company registered in England

Company registration number: 10548841

VAT registration number: 260 4741 19

Directors: D Campsall, R Owen, B Walton

Registered Office: 27 Horse Fair, Banbury, OX16 0AE



Title: Commercial & Business Development Manager

Business Competencies

	Degree of Competence			
	Initiate	Influence	Implement	Imitate
Communication				
Strategy and planning				
Commercial awareness				
Service provision				
Leadership and initiative				

Management Competencies

	Degree of Competence			
	Initiate	Influence	Implement	Imitate
People				
Projects				
Finance				
Change				
Risk				

Technical Competencies

	Degree of Competence			
	Substantial	Serious	Satisfactory	Superficial
Managing sales operations				
Marketing consultancy services				
Bid document preparation				
Account management				

Use of CRM systems				
IT literacy				
Road safety knowledge				

Education, Training & Qualifications

	Essential	Preferable	Desirable
Educated to A-Level or equivalent			
Relevant degree			
Relevant professional qualifications			

Other Requirements

	Essential	Preferable	Desirable
Willing to work evenings and weekends			
Full driving licence and use of a car			

Approval & Review

Signed:

Date: 09/04/2021

Profile approved by: Richard Owen

This person profile is due for review on: 9th May 2021

Person Profile

Agilysis Limited

A company registered in England

Company registration number: 10548841

VAT registration number: 260 4741 19

Directors: D Campsall, R Owen, B Walton

Registered Office: 27 Horse Fair, Banbury, Oxfordshire,

OX16 0ES