



**Business Development Manager/ Client Relationship Manager – 10 Nos.**

**(Based out of Pune, Bengaluru, NCR, Chennai, Hyderabad)**

**Job description**

- Willing to familiarize yourself with the company's vision and mission, seeking to accomplish set goals and objectives.
- Conducting market research and identifying potential clients.
- Cultivating strong relationships with new clients, while maintaining existing client relationships.
- Collating and maintaining client information in the CRM database
- Handles end to end of the sale cycle - Prospecting/ lead generation, qualifying the lead presenting solution, proposal creation & submission, Closure, payment collection
- Responsible for customer delight
- Ability to collaborate with SME's in the Company and solution customer need
- Building relationships with other Teams , namely, marketing, delivery to deliver solutions
- Building business relationships with current and potential clients
- Suggesting upgrades or added products and services that may be of interest to clients.
- Account mining
- Acts as company representative at Trade associations/ Industry networking events/ meetings.
- Reviewing clients' feedback and implementing necessary changes.
- Keeping in touch with competition trends in the market
- Performs other duties as assigned.

***Required Skills/Abilities:***

- Excellent verbal and written communication skills.
- Excellent sales and customer service skills with proven negotiation skills.
- Ability to generate revenue by identifying pain points and suggesting suitable products or services.
- Professional yet affable disposition.
- Excellent networking skills
- Perseverance, attention to detail, self-starter
- Expertise in using MS office tools.

***Education and Experience:***

- Bachelors/ Masters degree in Business, Business Administration, Sales or related field,
- At least three years of sales experience in selling HR products and services a MUST

**Employment Type**

Full time

**Travel**

Because of the pandemic, travel will be encouraged only if it is safe and client is willing to meet in person

**Job location**

Pan India

Contact details with Subject - **Business Development Manager**

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