

## Job Title: Business Development Account Manager

Location: UK  
 Role Type: Permanent – Full Time  
 Job Location: London

### About Sagacity

Sagacity launched in August 2005 offering consulting solutions to large blue chip organisations within the mobile telecommunications sector in the UK.

Over the last 10 years Sagacity has evolved into a specialist data solutions provider owning and solving complex technical and business change initiatives in a practical and hands-on way. Our industry expertise has grown to include utilities and financial services and we now have experience in a range of different geographies including Ireland, Poland, and Australia.

Sagacity's specialist data solutions have been developed as part of our software range which comprises of 3 key components; Data Quality, Revenue Assurance and Customer Value Management. Our data solutions are delivered through a combination of software and Sagacity's business delivery capabilities to provide our clients with bespoke solutions to address their specific business needs.

Our unique product and service offering is portable across a wide range of industries, business sectors and both established and emerging markets.

### Responsibilities

You will be a flexible and self-motivated individual with strong, demonstrable managerial experience, ideally from working in a Business Development function.

Principal responsibilities will involve:

- Working closely with the senior management to define and implement the 'Business Development' Strategy in accordance with Sagacity's Business Plan
- Research and identify potential new customers and markets / opportunities working closely with the senior management team
- Actively and successfully manage the complete 'sales' process from initial proposal through approved statements of work including:
  - Preparation of Sales Proposals for new and existing clients
  - Preparation of Statements of Work for new and existing clients
  - Preparation of Bids and Tenders (as part of formal procurement processes)
  - Attendance at and presentation to potential clients as part of the sales process
  - Ensure pro-active follow up is made following a successful sales pitch
  - Raise the necessary paperwork for internal and client approval following a successful sales pitch including Contracts, NDAs and Statements of Work
- Liaison with HR to ensure business development resources are identified and/ or recruited and conduct the approved assignment
- Line Management of the Business Development team members, as required

- Liaison with Finance to ensure the assignments are successfully set up in the Time Recording Billing Systems
- Management of all paperwork relating to all prospective and approved sales
- Lead and support the development of new business relationships and accounts
- Establish and maintain relationships with new and existing clients to ensure contracts, purchase orders and statements of work are signed and returned
- Managing and maintaining a sales pipeline and ensuring all sales administration is kept up to date
- Develop best practice and procedures for the sales process from prospect, proposal and through to live assignment
- Involvement in internal business development and sales pipeline meetings
- Design and deliver business development and sales presentations
- Work with the Marketing department on campaign material and manage inbound responses from campaigns
- Work with Technical department to support the development of new product roadmap and release of new product functionality
- Co-ordinate and prepare for client innovation days
- Providing ad hoc assistance and support for the Business Development team as required.

**Note:** This role is primarily based in our London offices but may require travel throughout the UK and overseas

## Requirements

### Competencies:

You will have excellent communication, planning, prioritisation and organisational skills. You will demonstrate strong commercial awareness, which promotes and protects the interests of both Sagacity and our clients alike. Key competencies and requirements include:

- Excellent planning, reporting and organisation skills
- Clear and transparent communication
- Delivery and deadline driven
- Client relationship management
- Logical and structured approach
- Critical thinking and problem solving
- Decision-making
- Team player, approachable, likeable
- Trustworthy
- Adaptability
- Accountability, effectiveness
- Stress tolerance
- Presentable, professional, punctual
- Flexible to work across two locations

## Education, Training & Experience

You will have worked in a similar role and will have developed strong organisation and planning skills. Ideally, your administrative skills will have been developed in a business development team.

You will have strong MS Office skills and will be very comfortable using MS Word, Excel, Outlook and PowerPoint.

Experience working within a larger Company would be of interest, but you should also be able to adapt to working in a small team, where priorities can change rapidly and where the Company is developing new processes and procedures to bring greater structure and operational rigour.

You must have excellent communication skills, both written and oral, and be very comfortable interacting with all people at all levels across the Sagacity team and with our Client contacts.

## People at Sagacity

Success in any business is ultimately about its people; their skills, personality, attitude, qualities, dedication and enthusiasm. We recognise the value of our people and their commitment to working together as a team, but equally between ourselves and our clients.

Our consultants are often personally recommended and undergo rigorous screening to ensure they share the qualities that are integral to our business. They naturally have an outstanding level of skill in their areas of expertise, many with significant operational experience within our key industry sectors.

### At Sagacity, we:

- believe working with our clients, in collaboration, delivers better results
- coach & mentor our clients' teams so our solutions live on after our assignment ends
- believe in delivering benefits as we go along

If you would like to join a unique working environment, with a sociable culture, where work is done a little bit differently – and we believe 'better' - then we look forward to hearing from you!