



About Directors' Institute - World Council Of Directors

Directors' Institute - World Council of Directors, is an initiative by World Development Corporation Ltd, UK (WorldDevCorp Technology & Business Solutions Private Limited) led by industry stalwarts having deep connections in the Corporate Governance and Board Level Matters of the Listed and Unlisted Entities Globally.

Experience & CTC :

5+years

Work Location: World Trade Centre, Kharadi, Pune.

Job Title: Business Development Executive

Job Description:

Position: Business Development Executive

Job Summary:

As a Business Development Executive, you will play a crucial role in expanding our organization's client base and revenue. Your primary responsibilities will include building and maintaining strong client relationships, identifying potential business opportunities, and representing our organization during client visits. Exceptional communication skills, a presentable appearance, and the ability to create lasting impressions on clients are essential for success in this role.

Key Responsibilities:

Client Acquisition and Relationship Building:

Identify and research potential clients within the target market.
Reach out to potential clients via phone, email, and in-person meetings.
Build and nurture strong relationships with existing and potential clients.
Presentation and Representation:

Act as the face of the organization during client meetings and presentations.
Present the organization's products or services in a clear, compelling, and professional manner.
Tailor presentations to address specific client needs and concerns.
Sales and Revenue Generation:

Understand clients' business needs and offer solutions that align with their objectives.
Negotiate terms and agreements to close deals.



Achieve sales targets and contribute to revenue growth.

Market Research and Analysis:

Stay updated on industry trends, market conditions, and competitors.

Provide feedback and insights to the management team for product/service improvements and market strategies.

Reporting and Documentation:

Maintain accurate records of client interactions, sales, and other relevant information.

Generate regular reports on sales activities and achievements.

Qualifications and Requirements:

Bachelor's degree in business, marketing, or a related field (preferred).

Proven track record in business development or sales in Executive Search firms

Exceptional interpersonal and communication skills, both written and verbal.

Ability to present professionally and make a positive impression on clients.

Strong negotiation and closing skills.

Self-motivated, results-oriented, and able to work independently.

Willingness to travel to visit clients and attend meetings as required.

Familiarity with CRM software and sales tools is a plus.