



Oxford Advanced Surfaces: Business Development Executive £25k - £32k

The Business Development Executive (BDE) will report to and support the Senior BDE in driving growth in a nascent customer base; as a platform technology, our product has the potential to be sold into a wide variety of applications and so part of the BDE's remit will be to research and generate leads in line with the company's strategic priorities. This is a customer-facing role in which you will travel frequently in order to develop relationships face to face with potential and existing customers, achieving conversion of opportunities to sales. Initially at least 2/3 days a week will be office based in order to become familiar with the technology, its development and OAS's business experience. OAS is a small company and so both the technical team and senior management are involved with, and support, BD activities.

Summary Key Accountabilities

- Identifying target contacts in a range of relevant sectors including automotive, sporting goods, transport, defence and aerospace
- Developing and executing tailored strategies to insert OAS technology into target customers
- Providing Account Management support to designated customers
- Converting leads and opportunities to paying customers; following up leads from trade shows and conferences
- Ensuring timely delivery of evaluation materials and commercial products to the customer base
- Attending and presenting at external events such as trade fairs

Person Specifications

Skills and experience

The BDE will possess proven sales or business development experience of 2-3 years, gained in a technical product orientated arena with a focus on building beneficial long term relationships with customers. Significant customer-facing experience is essential.

A moderate technical understanding of the Composite/Materials Industry is required whilst an engineering or, to a lesser extent, chemistry background would be advantageous. It is important that you can grasp technical information and implications quickly and accurately and that you are able to build rapidly your knowledge of the product and its applications.

Profile

You will require an organised and self-starter approach to customer development and a tenacious drive to build relationships with customers across the UK and Europe.

You will be positive in your ability to deliver the highest quality products to a growing business stream and ensure a first rate customer experience at all times. An understanding of when to involve technical support and other colleagues in the BD/sales process is essential.

You will be capable of building excellent relations with colleagues and have high level written and spoken communication skills. You will show creativity, flexibility and resourcefulness when working in a small team.

Summary

- 2-3 years' experience in a customer-facing technical sales business development role
- Aptitude for quick understanding of technical information and issues
- An ability to work remotely and be self-motivated
- Excellent and proven organisational and administration skills in a sales setting
- Good written and spoken communication skills with a strong eye for detail
- Strong relational and interpersonal skills both outside and inside the company
- Demonstrable level of initiative

Applicants must be eligible to work in the UK full time without restriction

Post Specifications

The postholder will be required to:

Build Strong Relationships with Customers

1. To spend around 60 per cent of time dealing directly (face to face or telephone) with actual or potential clients, building strong relationships.
2. To ensure relationships between others at OAS and all clients and potential clients are strong, assertive, founded on trust and influential.

Develop a Strong and Ongoing Sales Pipeline

1. To develop and manage a strong sales pipeline in line with targets in the defined markets.
2. To move potential clients within this pipeline forward in their use and interest in the product.
3. To send out quotations in line with targets.
4. To make regular reports on the pipeline.
5. To organise OAS's participation in trade shows/conferences/exhibitions, and to attend and present at such.

Negotiate and Make Sales

1. To negotiate deals working collaboratively with the team.
2. To identify blockages to the sales process and solve these problems creatively and speedily with colleagues.
3. To identify what additional activities need to be taken and by whom to move sales along in the next month.
4. To achieve KPIs as defined by the line manager.

Develop Major Accounts

1. To identify and agree key accounts to be developed with the line manager, and put additional energies into developing these.
2. To develop and maintain strong relationships with people at different levels within each customer.
3. To develop monthly action plans outlining account activities, meetings and calls for all personal accounts.

Working with the OAS Team

1. To support the Senior Business Development Executive.
2. To be first responder to sales/product enquiries.
3. To keep CRM system complete, accurate and up to date.
4. To work effectively with the technical team, building a relationship of mutual co-operation.

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