

Business development consultancy based in London is looking for a **French speaking Business Development Executive**. Our client helps SMEs launching their products and services in the UK and the role involves a mix of research, consultative sales, marketing and project management. You will be working closely with the director to assist on every aspect of the business

ROLE:

Business Development:

- Creating and managing communication and marketing tools
- Writing propositions/bids,
- Identifying new opportunities and potential clients,
- Generating leads,
- Promoting the company at events and trade shows
- Liaising with partners and clients,
- Updating CRM.

Consultancy and Sales representation

- Carrying out market research on various sectors, provide analysis and synthesis,
- Creating and updating a prospects database,
- Generating leads (Phoning, emailing, LinkedIn, ...),
- Organising meetings and support during the meetings,
- Following up with potential clients, partners and distributors if needed,
- Writing reports in English or French including advices to clients on their sales and marketing strategy in the UK.

PROFILE:

- Fluent in English & French, any other language is valuable,
- Studies in marketing/sales (experience is a plus),
- Ability to work on several projects at the same time,
- Computer and internet literate (Excel, Word, Power Point, Outlook, Linked In, Twitter),
- Proficiency in CRM and collaborative tools,
- Knowledge of the British retail market is a plus,
- Good negotiation skills and results driven,
- Good interpersonal and communication skills,
- Positive attitude, plenty of initiative, attention to detail, autonomous,
- Ability to work in small team is very important

SALARY:

£25-28K + bonus