



Business Development Manager

- **Vacancy for:** 1
- **Posted on:** Aug. 10, 2017
- **Deadline:** Sept. 6, 2017, 11:55 p.m.

Basic Job Information

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| Job Category | : Construction / Engineering / Architects > Business/Product Development |
| Job Level | : Mid Level |
| Employment Type | : Full Time |
| Job Location | : Kathmandu |
| Offered Salary | : Negotiable |

Job Specification

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|-----------------------------|--|
| Education Level | : Under Graduate (Bachelor) |
| Experience Required | : Not Required |
| Professional Skill Required | : Good Commanding In Ms Office Package, Excellent Written & Verbal Communication |

Other Specification

- Bachelor in Business Administration with at least 3 years of relevant experience or MBA with Engineering Background is preferred

Job Description

- Identifying potential business opportunities in Energy and Infrastructure Sectors
- Analyses EOIs as per company's capabilities and prepare required documents
- Prepare proposal for different projects
- Work closely with top management for business development
- Ability to maintain relationships with clients by providing constant assistance, information and guidance
- Liaise with Government agencies/ Private sector developers / External Events Organizers and technical specialists with guidance from the senior management for business development, and partnership opportunities with potential partners
- Maintain internal database of list of upcoming projects from government and private sectors
- Network and liaise with clients and potential clients for value added activities like interviews and briefings
- Delivery of weekly status report (WSR) and Monthly Progress report and regular achievement analysis every month.
- Complete any additional activities necessary to fulfill the objectives of the position efficiently
- Cross trained and able to assist and contribute to any functional areas and support of critical ad hoc and time sensitive projects
- Able to train and orient new hires to the team
- Ability to work independently while meeting individual and team targets and deadline

Applying Procedure

Apply Link : <https://merojob.com/business-development-manager-98/>

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