



Business Development Officer

- **Vacancy for:** 1
- **Posted on:** April 26, 2018
- **Deadline:** May 26, 2018, 11:55 p.m.

Reports to: Manager

Area: Kathmandu with frequent travel to other places

Salary: Rs. 35,000- Rs. 40,000

No. of Vacancies: Few

Job responsibilities:

- Perform market research to identify new opportunities and assist in establishing strategies for pursuing those new opportunities
- Conduct market research and analysis to create marketing initiatives for promoting company's products/service
- Coordinate with internal teams to develop and implement new marketing and sales strategies
- Coordinate appointments, meetings and calls between customers and senior management for business expansions and new opportunities
- Assist in the definition of project scope and objectives, involving all relevant teams and stakeholders
- Ensure resource availability, allocation and reporting on areas needed for improvements.
- Develop a detailed project plan to monitor and track progress
- Establish and maintain relationships with third parties/vendors/stakeholders
- Create and maintain comprehensive project documentation
- Other tasks assigned by the Management from time to time.

Qualifications and Skills Required

- Undergraduate or Bachelor's completed
- Minimum 1 year of professional experience working with a team
- Project management in any sector is good but experience in FMCG industry is preferred
- Strong quantitative background – data-analysis experience, MS Excel knowledge and presentation skills are expected
- Excellent written and verbal communication skills
- Solid organizational skills including attention to detail and multi-tasking

TO APPLY:

Interested candidates are requested to send their updated resume along with cover letter to wizardfranchise.udhyog@gmail.com

OR,

Applying Procedure

Apply Link : <https://merojob.com/business-development-officer-265/>

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