



**Job Description:**

**Title – Business Development Manager**

**Reports to – Managing Director**

**Summary**

The core responsibilities of the Business Development Manager are to positively guide top and bottom line numbers for the sales unit in order to maintain an orderly and efficient business process in India. Depending on varying regional characteristics and portfolio growth, the Business Development Manager may be asked to exercise a more direct or indirect role vis-à-vis individual deals and commercial opportunities relating to the region.

**Key Roles**

The Business Development Manager has the following portfolio of responsibilities:

- Originator and deal maker
- Corporate client relationship management
- Responsible for bottom line performance
- Making acquisitions
- Making competitor analyses on the local market
- Cooperating with the global marketing manager and sales team for new campaigns and sales actions
- Acting in direct capacity to discover/originate new commercial opportunities
- Acting in direct capacity to liaise and respond to other senior global sales leaders, for joint cooperation and support on opportunities originated/led by other team members
- Acting in an indirect capacity to support the training of, and monitor the production of junior regional sales team members
- Acting in an indirect capacity to represent organization to the marketplace and to peers via presentations, public speaking, events, articles, etc.
- Acting in all instances in the best interests of the company
- Providing a cohesive and central point of contact / communication / decision-making for subordinates

**Detailed Duties, Responsibilities of Business Development Manager**

As “deal lead”:

1. Assigned deals by the SEO
2. Engages the prospect as ‘salesperson’
3. Leads, structures, negotiates, directs, coordinates deal process and all prospect interaction until prospect is handed over to account management as a new client (meaning: signed term sheet, internal account opened, first funding done)

As “global deal team member” (non-deal lead):

1. Proactively gains full understanding of all aspects of the opportunity

2. Provides all support, data-gathering, information-sharing requested and beyond, in order to bolster the opportunity

As “originator of new business”:

1. Prospect for new business and identify qualified leads
2. Attend industry functions, such as: networking events, trade shows, and conferences
3. Work with the marketing team to come up strategic plans to generate inbound inquiries
4. Present to and consult with mid and senior level management on business trends with a view to developing new services, products, and distribution channels

As a “developer of strategic partners”:

1. Find synergies with other financial institutions and develop mutually beneficial relationships
2. Refer out unqualified opportunities to strategic partners who will reciprocate business

As a “manager of inbound referral network”

1. Develop and maintain a vast network of referral sources: banks, lenders, investment banks, private equity groups, brokers, etc.
2. Field and cultivate inbound inquiries generated from the marketing team

As a “manager of salesforce”:

1. Manage & maintain a detailed CRM (Salesforce)
2. Gather prospect information and ensure that data is accurately entered and managed within CRM (Salesforce)
3. Updating salesforce at all stages of the deal

**Please send your application to Ms. Swati Kasat, [s.kasat@tradewindfinance.com](mailto:s.kasat@tradewindfinance.com).**