**Job Description**

**Business Development Manager**

**Purpose of Role**

As Business Development Manager at Andrew Ingredients you will be responsible for developing and improving customer account plans ensuring that customer requirements and individual growth targets are met. You will provide account leadership for all customers and agree customer portfolio ranges and promotions in line with established pricing and promotion structure. You will also be expected to contribute to customer budgeting processes and prospect new business.

**Overview of Duties & Responsibilities:**

*Reporting to the Directors you will:*

* Identify customer leads and convert leads into sales
* Follow up new business opportunities and update management on status of each potential customer
* Plan and prepare presentations to new or existing customers on our portfolio of products
* Build and maintain long term customer relationships to include scheduling meetings with key customer accounts
* Network and attend exhibitions, tradeshows and events to ensure you are kept up to date with industry trends, customer needs and business opportunities
* Contribute to the development of marketing literature to build brand and presence within our industry
* Analyse and update management/Board with customer performance/accounts
* Progress any customer enquiries/orders/complaints in an efficient and professional manner, delegating to relevant departments where necessary
* Work with our Technical and Bakery Teams to ensure Andrew Ingredients are bringing the right solutions to customer needs
* Attend sales meetings and contribute to the overall sales strategy of the business

**The Successful Candidate:**

*The successful candidate will:*

* Be educated in a business-related discipline or equivalent, minimum requirement is to have a good standard of education to include GCSE Maths & English or equivalent
* Be proficient in Outlook, Word, Excel and PowerPoint Presentations.
* Demonstrate three to five years of food industry knowledge and successful experience in a sales development/marketing role
* Be self-motivated, a quick learner with a positive and flexible approach to work and hours of work
* Have exceptional presentation skills with the ability to present to all levels of an organisation.
* Have excellent written communication skills, well organised and detail orientated

**In Return:**

We offer a competitive salary, achievable bonus, company car plus contributory pension. The above is designed to give an overview for this position.