

Business Development Manager

Formed in 1997, Henstaff Construction is a South Wales building contractor who have wide experience of new build, refurbishment and restoration projects, working across all disciplines of the built environment (healthcare, retail, leisure, residential, industrial, education, and commercial, listed).

We excel at technically challenging schemes, have an exemplar record of delivering projects on time and within budget, and apply our experience to delivering quality buildings in a safe environment.

We are an equal opportunity employer.

Due to our company growth plan, we are seeking to employ a full-time / part-time Business Development Manager to promote, maintain and drive the business forward throughout South Wales and the West whilst increasing the company's profile.

Key Responsibilities

The successful candidate will take on direct responsibilities for the identification and winning of new business, building new relationship and nurturing existing relationship. Duties include:

1. Securing and developing opportunities across our area of operations by reviewing Glenigan planning leads, sell2wales and other industry leads.
2. Maintaining our website. Training will be provided. Reviewing Google Analytics. Responsible for public relations work. I.e., newspapers, online platforms. LinkedIn, Twitter, Facebook etc.
3. Responsibility to market and develop opportunities for the business and secure profitable work streams in current, alternative and future markets,
4. Being the primary driver of business development for new clients whilst also liaising with existing client representatives to develop and maintain positive constructive relationships,
5. Liaising closely with the estimating manager & pre construction team ensuring that a constant relationship is developed to improve overall effectiveness of bids,
6. Responsibility for preparation of all pre-qualification documentation and pre and post tender presentations,
7. Providing support to the business as necessary and in line with skills and experience
8. Other important areas of work include assisting with estimating, reviewing contract documentation, producing quality submissions, advising on and helping to manage our sustainability effort etc.
9. Undertaking such other duties as may be reasonably required of her/him in the role

Key Skills and Qualities

1. Proven experience of generating and building leads within the building/construction industry
2. Construction related qualification (BSc/MSc etc)
3. Excellent customer service and communication skills
4. Proven ability of building relationships at all levels
5. Computer literate with sound presentation skills
6. High level of inter-personal skills with ability to build strong relationships at all levels

7. The candidate will be a driven, focused individual and an excellent self-starter with a strong desire to succeed

In return we offer a competitive training, remuneration and incentive package for the right person. If this full time / part time position is of interest then please forward a covering letter explaining what you could bring to this role, along with your CV to enquiries@henstaff.co.uk by 30th January 2019. No agencies.