

## **POSITION TITLE: Business Development Executive Ref Code BD003**

### **EDUCATION AND EXPERIENCE**

- 3 or more years of experience in the field
- Bachelor's degree or equivalent
- proficient in English Language
- good knowledge of business and management principles and practices
- good knowledge of strategic planning
- basic knowledge of economic and accounting principles and practices
- skilled in relevant software applications

### **KEY COMPETENCIES**

- judgment
- decision-making
- information management
- resource management
- planning and organizing
- problem analysis and problem solving
- delegating tasks and responsibility
- communication skills
- coaching
- teamwork
- adaptability
- reporting

### **MAIN DUTIES**

- Build predictable and accurate sales forecasts via robust, disciplined pipeline management.
- Manage the different aspects of the commercial and other related field of the sector.
- Chairing monthly sales meetings to ensure drive and expansion of key global client accounts, and growth of key new global accounts, to ensure increased revenue quarter by quarter;
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies, events & deliver presentations.
- Establishes and adjusts selling prices by monitoring costs, competition, and supply and demand.
- Arrange and attend review meetings on a regular basis
- Maintain an awareness of business needs and major changes
- Manage and develop the formal service complaint process
- Manage customer satisfaction and undertake regular satisfaction surveys

Prisma Electronics will provide required training.

Please sent your CV/ Professional sketch to [ibd@prisma.gr](mailto:ibd@prisma.gr) in attention of HR Dept by referring the relevant Ref Code (**BD003**).