



***JOB DESCRIPTION***

**VACANCY NUMBER**            **6207K**  
**ORGANISATION:**            **TERRALINK INTERNATIONAL**

**JOB TITLE**                    **BUSINESS DEVELOPMENT MANAGER**

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## Position Description

<b>Position Title</b>	<b>Business Development Manager</b>
<b>Reporting to</b>	Sales Manager - GIS
<b>Number of Direct Reports</b>	Nil
<b>Last Updated</b>	September 2011

### Company Vision

To be New Zealand's leading provider of Land & Property Data and Information Services and Solutions.

### Position Summary

You will be a key contributor to the financial growth of Terralink International by identifying, winning and retaining profitable new business within assigned business sectors, promoting and selling Terralink's business intelligence products, services and solutions.

You will actively contribute to the identification and development of new strategies and sales plans within your relevant sectors, and then implement those sales plans to win new business within those clients and sectors.

### Prime Responsibilities and Accountabilities

- ❖ Identify new prospects, and develop and implement effective strategies to win and maintain their business.
- ❖ Identify opportunities and develop solutions with the support of the technical teams to provide solutions to identified customer problems.
- ❖ Develop and implement sales plans, and provide regular reporting against those plans, and also regular reporting on your overall sales activity.
- ❖ Build profitable, long term relationships with customers, and ensure that these relationships are well managed.
- ❖ Work closely with Senior Management to help develop effective pricing strategies for Terralink's business intelligence products, services and solutions, and monitor competitor activity in this regard.
- ❖ Represent Terralink at appropriate conferences, client events, and client presentations.
- ❖ Identify, prepare and submit strong and well written RFPs, ROIs, and client presentations, and ensure that professional standards are achieved and Terralink is presented and promoted in the best way.
- ❖ Working with Terralink's legal department, ensure that new business is supported by appropriate commercial contracts, and that your clients contracts continue to be monitored appropriately.



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BUSINESS DEVELOPMENT MANAGER  
POSITION**

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- ❖ Manage any issues or complaints with your clients, and facilitate resolution to ensure client satisfaction.
- ❖ Maintain strong networks with others within the industry to develop industry knowledge, contacts, and new business opportunities.
- ❖ Monitor competitive activity and recommend actions and strategies to win business from our competitors.
- ❖ Ensure that work won is delivered and invoiced appropriately, and assist Finance if required with the collection of overdue debt from your clients.
- ❖ Maintain good internal relationships with technical, production, and support staff, to ensure a coordinated approach to new sales opportunities.

**Person Specification**

- ❖ Proven history and experience within a sales and business development environment, delivering technology based solutions to SME's, corporate, and public sector organisations.
- ❖ Sound consulting ability, able to identify business problems and identify potential solutions to resolve these.
- ❖ Proven abilities in preparing tender and presentation documents to a professional standard.
- ❖ A confident and effective communicator with the ability to build strong relationships and interact at all levels of organisations (including corporate and large public sector organisations).
- ❖ Very strong planning and organisational skills, with the ability to be able to design, implement and monitor the effective delivery of sales plans and reports.
- ❖ Excellent verbal communication and presentation skills.
- ❖ A very high level of written presentation, with a very good command of the English language including grammar and spelling.
- ❖ Proven ability to be able to identify, negotiate and close large sales, and to negotiate and facilitate commercial contracts.
- ❖ Self motivated and a strong drive and desire to achieve and to generate new business.
- ❖ Strong commercial acumen and strategic thinking abilities, and sound analytical and problem solving skills.