

Junior Business Development Executive

Reporting to: *Manager, Campaigns Team*
Department: *UK Sales*
Location: *London*
Contract: *Fixed term contract – 12 Months*

To develop new business opportunities from both existing and new clients. You'll assist in maintaining, servicing and taking responsibility for an existing client base, and be involved with the management of key client relationship. You'll support the head of department in the development of new business and marketing initiatives

What will I be doing day to day?

- Sales and promotion
 - to agree targets, both financial and structural (i.e. organisation specific) with the department head and Campaigns Team Manager, and deliver on these targets
 - to promote YouGov products to existing and new clients
 - to follow up on marketing campaigns by prospecting to potential clients
 - set up and arrange client meetings for the sales team
- Client liaison
 - to advise and build positive relationships with clients on new projects
 - to network effectively with potential clients through various means
 - to ensure the most effective solution is suggested to the client
- Subject knowledge
 - to advise on subject issues and how they can potentially affect the client's business
 - to react to and work with the internal teams to ensure that all new business opportunities are maximised
- Presentation writing
 - to oversee, prepare and deliver presentations of our products and services, which provide clients with the insight and data to meet their needs
- to ensure client satisfaction and to represent YouGov in a professional and ethical manner at all times.
- to ensure queries not relevant to the department are passed on to the relevant contact or department promptly
- to protect YouGov in all client relationships and act with integrity at all times
- to operate with a strong commercial awareness in order to minimise exposure and ensure quality business is generated and retained.



What do I need to bring with me?

- Keen interest in business and sales
- Good presentation skills
- Excellent interpersonal skills
- Strong initiative, negotiation and influencing skills
- Problem solving, analytical and numerical skills
- Proactive sales focus
- Ability to self-organise and self-manage to achieve business development targets
- Good client focus and handling skills
- Good written, oral and electronic communication skills in English

As a person, we are also looking for:

- Self-discipline
- Self motivated
- Positive attitude
- Excellent organisational skills
- Professional attitude

Some additional information . . .

This is a full time role (37.5 hours a week), based at our London Head Office in super-cool Old Street. Our [candidate info pack](#) will tell you all about our company benefits and what our work culture is like – have a read!

Don't forget to check out our [website](#) and here's a [client testimonial](#) to watch.

