



## JOB DESCRIPTION – Business Development Manager

The role will primarily be customer facing, and you will be responsible for bringing on new business from new and existing accounts. A problem solver, who enjoys communicating with clients to ensure our best-in-class customer service is maintained. Your experience should include all aspects of international freight.

### Responsibilities

- Manage a portfolio of accounts; understanding client needs and providing solutions to retain and grow the business
- Prepare and follow up on quotations and contracts, ensuring existing rates are up to date
- Actively plan and co-ordinate your sales strategy, ensuring regular contact is maintained with clients
- Follow up and develop client relationships
- Establish a strong internal network and engage with stakeholders to ensure service excellence
- Gather and document information about the customer; Pipeline Management, updating relevant information into CRM system
- Contribute to health, safety, and hygiene standards



# FUTURE FORWARDING

DELIVERING QUALITY WORLDWIDE

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## LOCATION

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## SKILLS REQUIRED

- Strong commercial focus and business acumen
- Superb customer Service skills
- Excellent interpersonal, teamwork, collaborative, communication and influencing skills
- Proactive time management and forward planning, with strong administration skills
- Experience of managing pipelines and existing customer portfolio's

## CONTRACTED HOURS

08.30 am – 05.00 pm  
With a degree of flexibility  
  
Full Time, Mon - Fri  
Permanent

## BENEFITS

- Competitive Salary
- Company Car or Allowance
- Incentive Plan
- 25 Days Holiday, + Bank Holidays
- Contributory Pension Plan
- Professional Growth
- A Friendly Team

*Our commitment to relationships reaps benefits for both our clients and our employees; those who work at Future Forwarding do meaningful, quality work in an environment that values clear communication and a big-table spirit of collaboration. If you are looking to move your career in Forwarding into the Future, we'd love to hear from you.*

*Reach out or submit your resume today and let's talk about joining Future Forwarding.*