

ROLE & REQUIREMENTS	
Position	Business Development Executive
Reporting To	ASM/RSM
Company Information	For further details kindly refer to our website www.biocp.in
Contact Person (HR)	0484-2390393, 2390292
Role Responsibilities:	
Achievement of sales target by regular coverage of the listed customers.	
Filing quotation , Negotiation ,booking orders and regular follow up with customers.	
Developing new clients.	
Report competitors activities to the company .	
Sales call reporting on regular basis.	
Identifying potential market	
Qualification Required:	
Graduation/Post Graduation (MBA/MIB) with specialisation in Sales& Marketing	
Experience Required:	
2-3 Years' experience required in similar field	
Skills / Competencies Required:	
x Excellent oral and written communication in English and regional language	
x Exceptional analytical, planning and execution abilities.	
x Working knowledge of MS Office (i.e. Word, Excel, Power Point and Outlook) and E-mail.	
x Must be willing to travel extensively. Should possess valid driving license.	
x Should have the drive and self-motivation to keep up with the deadlines.	
x Should have excellent inter-personal skills.	
x Should have a positive approach and a vibrant personality	
x Must possess strong negotiation skills.	
Note: The above are as per current business requirements and can change in future as per need.	