

Role Title: Business Development

Reporting Line: Founder (Nicolas Roux)

Location: London

Package: Circa £40,000 basic (£60,000 guarantee for 6 months) + commission structure

Direct Reports: None

Business Overview

Rive Gauche London is a multi-award-winning interior design and architectural company specialising in providing strategic property advice and delivering luxury residences and developments in London and around the world. We are unique in our ability to offer a holistic service, technically managing projects from concept to completion.

Role Purpose	Key Accountabilities
The Business Development manager will play a pivotal role in driving business growth, expanding our client base, and fostering key relationships in order to generate revenue, improve profitability and help the business grow.	<ol style="list-style-type: none">1. Client Acquisition & Retention2. Market Research & Analysis3. Pitching & winning business4. Networking & Industry Engagement5. Marketing6. Property Search
Key Relationships	<ul style="list-style-type: none">• Founder• Marketing Department• Existing clients• Prospective Clients• Client Advisors / suppliers / contractors• Real Estate Agents• Developers• Hotel Brands

Key Responsibilities

Key Success Measures

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<p>1. Client Acquisition & Retention</p> <ul style="list-style-type: none"> Identifying new business opportunities, including new markets, new clients, new partnerships or new products and services <p><u>Existing Contacts</u></p> <ul style="list-style-type: none"> Manage our existing contact list using hubspot CRM Maintain and develop relationship with our various categories: <ol style="list-style-type: none"> Clients Client Advisors Real Estate Agents Developers Hotel brands <p><u>New Contacts</u></p> <ul style="list-style-type: none"> Creating strategies to successfully reach new business opportunities Identifying new business opportunities, including new markets, new clients, new partnerships or new products and services Building relationships with new clients, gauging their needs and developing proposals to address these needs 	<ul style="list-style-type: none"> An agreed, measurable increase in new leads each month An agreed, measurable increase in new pitches each month An increase in signed projects over an agreed period of time Client feedback Client retention rate / repeat business
<p>2. Market Research & Analysis</p> <ul style="list-style-type: none"> Stay abreast of industry trends, competitor activities, and emerging opportunities within the market. Conduct thorough market research to identify potential areas for business expansion. 	<ul style="list-style-type: none"> Market share growth New Market penetration
<p>3. Pitching</p> <ul style="list-style-type: none"> Create Presentation materials using InDesign to best present our business Pitching sales and products to new and existing clients Creating sales forecasts and actively working towards reaching them 	<ul style="list-style-type: none"> Quarterly Sales Revenue achieved through successful pitches Conversion Rate Average sales cycle length

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<ul style="list-style-type: none"> • Ensure that all our services & skills are clearly presented to new and existing client 	
<p>4. Networking & Industry Engagement</p> <ul style="list-style-type: none"> • Possessing a strong understanding of the company's products, the competition in the industry and market positioning • Understand Company USP and values. • Collaborating with design teams to ensure that the requirements are met • Attending conferences and events to build relationships with industry partners and staying up to date with new trends 	<ul style="list-style-type: none"> • Lead generation from networking, including direct business & referrals • Increase in number of new connections in client universe • Quality of those connections
<p>5. Marketing</p> <ul style="list-style-type: none"> • Assist the Head of Marketing to ensure marketing and business development align towards a unified goal. • Work with marketing to ensure appropriate collateral is available for business development activities • Assist in the production and creation of Marketing Material and content using InDesign • Work with marketing to organise events 	<ul style="list-style-type: none"> • Increase in brand awareness • Increase in social media engagement • Increase in website traffic & conversion
<p>6. Property Search</p> <ul style="list-style-type: none"> • Conduct client consultations to understand their requirements, preferences & investment needs • Use your in-depth knowledge of the market to identify suitable properties • Carry out a feasibility study to understand if the project meets the client's investment requirements • Carry out negotiations on behalf of the client and assist the client throughout the purchase process. 	<ul style="list-style-type: none"> • Number of successful property acquisitions • Client Satisfaction • Deal closing ratio

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Key Enablers (Knowledge, skills & experience)

- 5 years' experience in a similar role with a proven track record of sales & business development within either the property industry or interior design industry.
- Experience of developing and managing account plans and sales opportunity pipeline.
- A demonstrable black book/network of leverageable contacts
- Highly professional, with strong personal and professional integrity, with ability to successfully represent Rive Gauche.
- Applicants must be highly motivated individuals, able to work on their own initiative and who have a positive desire to always serve customer needs.
- Excellent organizational and leadership abilities
- Outstanding communication and people skills
- Ability to work as a team and autonomously
- Ability to work cross-collaboratively across the business
- Demonstrate understanding and experience within our industry
- Knowledge of industry's legal rules and guidelines
- Working knowledge of data analysis and performance/operation metrics
- Familiarity with MS Office and various business software (e.g. ERP, CRM)

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t: +44(0)20 7291 0900 ... e: info@deverellsmith.com ... w: deverellsmith.com ... 2nd Floor, Cannon Green, 1 Suffolk Lane, London, EC4R 0AX