

BUSINESS MANAGER

JOB REF: 0613

Our client is a leading retailer in the Mid Ulster area with a number of retail sites and additional business interests. One of the businesses owned by the group is an outside catering company which delivers a range of catering services to private and corporate clients. To grow this business, the company would like to appoint a passionate and talented Business Manager.

Job Purpose

Take full responsibility for the day to day running of the business. Providing existing clients with catering services and focus on developing new clients/business within Northern Ireland. This role will include sales/business development activities, marketing, and hosting events throughout the week.

Responsibilities:

- Manage bookings and arrange for provision of food/service to a very high standard
- Grow the business turnover in line with company strategy by securing new business
- Cold calling on potential customers and promoting range of catering services available
- Corporate branding to promote company and the services offered professionally
- Attend client meetings to discuss service provision, costs and secure bookings
- Coordinate internal the food, materials and people needed to host an event and provide an exemplary level of food and service
- Deal with all incoming queries
- Marketing activities to include developing website and advertising/promoting via social media
- Attend trade events to promote company/services

Person Specification

- A minimum of 3 years in a business development role within the food/retail sector
- Demonstrable experience in hosting/coordinating events
- Highly motivated with a passion for driving growth in a new business
- Excellent communication and relationship building skills
- Excellent planning and coordination skills

This role offers a competitive basic salary, excellent bonus incentive based on business performance, company vehicle, flexible working hours, pension and other perks.

Contact Donna McGurk on 028 8676 0044 for a confidential chat or submit your CV via the link.

Spectrum Employment Solutions is an equal opportunities employer and welcomes applicants from all backgrounds.

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