

**Job Title:** Team Leader

**Location:** Sundarpada, BBSR

**Department:** Business Development

**Reports To:** Business Development Manager/Head of Sales

**Job Summary:**

We are seeking a proactive and goal-oriented **Team Leader** to oversee and guide our Business Development Executives. The role involves managing a team to identify and pursue new business opportunities, driving revenue growth, and ensuring team success. The ideal candidate will have strong leadership qualities, a deep understanding of business development strategies, and excellent interpersonal skills.

**Key Responsibilities:**

**Team Leadership and Management:**

1. Lead, mentor, and motivate a team of Business Development Executives to achieve individual and team sales targets.
2. Conduct regular team meetings to review performance, discuss strategies, and address challenges.

**Business Development Strategy:**

1. Assist in developing and executing business development plans aligned with organizational goals.
2. Guide the team in identifying new business opportunities and expanding the customer base.

**Performance Monitoring:**

1. Track team performance against key performance indicators (KPIs) and provide constructive feedback.
2. Analyze sales metrics to identify areas for improvement and implement corrective actions.

**Client Relationship Management:**

1. Support the team in building and maintaining strong relationships with potential and existing clients.
2. Handle high-profile clients and assist in closing key deals as required.

**Training and Development:**

1. Identify training needs and organize skill enhancement programs for the team.
2. Ensure team members are up-to-date with industry trends, tools, and best practices.

**Collaboration and Reporting:**

1. Act as a bridge between the team and senior management, communicating updates and escalations.
2. Prepare and present detailed reports on team progress, sales trends, and business opportunities.

**Quality Assurance:**

1. Ensure that all team activities adhere to company standards and policies.
2. Implement processes to improve the quality of client interactions and business proposals.

**Qualifications and Skills:**

- Bachelor's degree in Business Administration, Marketing, or a related field.
- 3+ years of experience in business development, with at least 1 year in a leadership role.
- Strong leadership, coaching, and team management skills.
- Excellent communication, negotiation, and relationship-building abilities.
- Proven track record of achieving and exceeding sales targets.
- Proficiency in CRM tools, sales software, and MS Office Suite.