

Role Description

This is a full-time role as Business Development Manager, on-site at the practice's award-winning offices The Department Store in Brixton. The Business Development Manager will be responsible for identifying and pursuing business opportunities, building and maintaining relationships with clients and contributing to proposals.

Reporting to: Partner | PR Director.

Qualifications

- Proven experience in business development, sales, or marketing in the architecture, engineering, or construction industry
- Excellent communication, interpersonal, and negotiation skills
- Strong analytical and problem-solving skills
- Ability to work independently and as part of a team
- Knowledge of the architecture and construction industry and market trends
- Bachelor's degree in Business, Marketing, Architecture, Engineering, or related field
- Experience in the international market or with international clients is a plus

Key requirements

- Research and identify key clients and target markets to develop strategic connections with potential new clients and arrange meetings.
- Manage new business leads and existing clients.
- Convey the company's core ethos and vision to notable names within target industries.
- Organise, maintain and update project information sheets, CVs, project portfolios and presentations.
- Contribute to RFPs, PQQs and competition entries.
- Actively seek out and review OJEU Notices, Frameworks and similar sources of potential new work.
- Assist management with determining team composition where sub-consultants are required for an opportunity.
- Develop and manage new business development using a CRM system to record and future-proof new business activity and leads.
- Possess a strong understanding of our competition in the industry and positioning.
- Understand and learn our portfolio of work, practice areas and global capabilities.
- Represent the company brand and promote the company at all levels.
- Identify key industry events, speaking opportunities and work with management to ensure Squire & Partners are adequately represented.
- Work with the PR team to help develop new material to support business development activities.
- Compile and present weekly progress reports and ensure data is accurate.

Skills

- Passionate about and well-versed in the architecture sector and its cultural landscape.
- Excellent communication and interpersonal skills.
- Strong organisational abilities and adept at managing multiple deadlines.
- Ability to motivate and influence others.
- Capable of taking initiative, ambitious, self-motivated and highly creative.
- Knowledge of software including Word, Excel, PowerPoint, InDesign and Photoshop.

Company Description

Squire & Partners is an architecture and design practice with experience spanning four decades, earning it an international reputation for architecture informed by the history and culture of where it is placed. Its award-winning portfolio, for some of the world's leading developers includes masterplans, workspace, retrofit, residential, hotels, retail, education and public buildings. In addition, the practice has a series of dedicated departments for interior design, modelmaking, computer generated imaging, illustration and graphics.

What we offer

At Squire & Partners we combine hard work with a lively social life and strong team spirit, with year-round events including summer team days out, weekly yoga classes and an annual office trip abroad. Our benefits package includes BUPA comprehensive medical cover, pension top-up NI contribution,

20+ days holiday plus time off between Christmas and New Year, enhanced maternity/paternity, subsidised lunches, membership of our private rooftop members club, weekly sports activities and Cycle to Work scheme.

We offer a competitive salary dependent on experience. The successful candidate will have the opportunity to work in our RIBA award-winning offices at The Department Store in Brixton.

Applying

Squire & Partners is committed to being an equal opportunity employer and strives to always ensure equality of opportunity and the fair treatment of its staff, supporting diversity and inclusivity. It is the practice's policy to treat all job applicants and employees equally.

Salary for this role is dependent on experience.

Please send your CV and covering letter to: recruitment@squireandpartners.com.