

Accountability
Collaboration
Determination
Integrity
Recognition

ROLE PROFILE	
JOB TITLE: Business Developer	REPORTS TO: Director
DEPARTMENT: Corporate Spain	DIVISION: International Payments Corporate
COMPANY: MFRM	
ROLE PURPOSE: To identify, source and on board new potential corporate clients for moneycorp. Open dialogue with key decision makers e.g. Managing Directors/Financial Directors, build rapport and understand their FX requirements, and demonstrate how moneycorp can meet their needs. Understand which product mix would best suit their needs.	
ROLE REQUIREMENTS	
Please note your job and role title may be changed subject to operational requirements.	
Key Accountabilities	Key Activities / Decision Areas
Sourcing Quality New Leads	<ul style="list-style-type: none"> > Sourcing corporate organisations that deal in FX and international payments > Identify key FX decision makers within the organisation > Generating new opportunities effectively via various channels e.g. CRM database, websites and directories > Preparing and structuring calls to obtain a full understanding of a potential client's FX requirement > Create and maintain live business pipeline always updated
Compliance	<ul style="list-style-type: none"> > Remain compliant with any regulations, legislation and company policies > Maintain records of all client contact, incoming and outgoing, written and verbal > Ensure company procedures and high standards are followed at all times, with particular focus upon KYC procedures and accurate maintenance of all CRM records
Hitting Targets	<ul style="list-style-type: none"> > Achieve monthly activity and revenue targets
Build a Portfolio of Clients with a Senior Member of the Team	<ul style="list-style-type: none"> > Obtaining accurate and concise information from key decision makers > Identifying customer needs and motivations by using fact finding techniques > Stimulating interest in moneycorp's offer and services > Organising a second conversation or face to face meeting > Pre-empting client and overcoming client objections by effectively communicating relevant solutions > Maintaining records of all client contact to a high standard > Logging all prospect contact in CRM in line with Company policy > Marking clear activities for your senior team member to follow up the leads
Representing the Company	<ul style="list-style-type: none"> > Representing the Company using professional manner in a multichannel environment e.g. face to face, phone, email > Represent the Company externally e.g. trade fairs, exhibitions, client events
PERSON SPECIFICATION	
Skills, Qualifications and Experience relevant to the Role	
Key Performance Criteria	
Knowledge and Experience (0 to 10 years):	
<ul style="list-style-type: none"> > Demonstrable experience of working towards targets > Relationship building with people at varying levels of seniority > Working within a multichannel environment e.g. telephone, email, face to face) > Previous sales experience (cold calling and B2B sales experience) – desirable > Interest on FX industry, products and services 	

- › Understanding of financial services, global market research and latest news relevant to our business and our clients

Skills and Competencies:

- › Working under pressure in a fast paced environment
- › Good organisation including prioritisation
- › Excellent communicator, both written and verbal
- › IT literate; proficient in CRM, EXCEL and Word
- › Influencing, persuading and negotiating
- › Takes initiative and works under their own direction
- › Commercial acumen
- › Business acumen
- › Numerate
- › Sales skills
- › Strict time management
- › Interpersonal skills

Languages

- › Fluent in English and Spanish, written and verbal

Personal Attributes:

- › Adaptable and flexible
- › Calm and confident
- › Personable and approachable
- › Personal drive
- › Proactive and tenacious
- › Professional
- › Responsible
- › Target driven
- › Ambitious
- › Determination
- › Team player
- › Self-motivated
- › Innate commercial skills
- › Entrepreneurial spirit

KEY COMPETENCIES

1. Leading and Deciding

Deciding and Initiating Action	Takes responsibility for actions, projects and people; takes initiative and works under own direction; initiates and generates activity and introduces changes into work processes; makes quick, clear decisions which may include tough choices or considered risks
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2. Supporting and Co-operating

Working with People	Shows respect for the views and contributions of other team members; shows empathy; listens, supports and cares for others; consults others and shares information and expertise with them; builds team spirit and reconciles conflict; adapts to the team and fits in well
Adhering to Principles and Values	Upholds ethics and values; demonstrates integrity; promotes and defends equal opportunities

3. Interacting and Presenting

Relating and Networking	Easily establishes good relationships with customers and staff; relates well to people at all levels; uses humour appropriately to bring warmth to relationships with others
Persuading and Influencing	Gains clear agreement and commitment from others by persuading, convincing and negotiating; makes effective use of political processes to influence and persuade others; promotes ideas on behalf of oneself or others; makes a strong personal impact on others; takes care to manage one's impression on others

Presenting and Communicating Information	Speaks fluently; expresses opinions, information and key points of an argument clearly; makes presentations and undertakes public speaking with skills and confidence; responds quickly to the needs of an audience and to their reactions and feedback; projects credibility
4. Creating and Conceptualising	
Creating and Innovating	Produces new ideas, approaches, or insights; creates innovative products or designs; produces a range of solutions to problems
5. Organising and Executing	
Delivering Results and Meeting Customer Expectations	Focuses on customer needs and satisfaction; sets high standards for quality and quantity; monitors and maintains quality and productivity; works in a systematic, methodical and orderly way; consistently achieves project goals
Following Instructions and Procedures	Appropriately follows instructions from others without unnecessarily challenging authority; follows procedures and policies; keeps to schedules; arrives punctually for work and meetings; demonstrates commitment to the organisation; complies with legal obligations and safety requirements of the role
6. Adapting and Coping	
Adapting and Responding to Change	Adapts to changing circumstances; tolerates ambiguity; accepts new ideas and change initiatives; adapts interpersonal style to suit different people or situations; shows an interest in new experiences
Coping with Pressures and Setbacks	Maintains a positive outlook at work; works productively in a pressurised environment; keeps emotions under control during difficult situations; handles criticism well and learns from it; balances the demands of a work life and personal life
7. Enterprising and Performing	
Achieving Personal Work Goals and Objectives	Accepts and tackles demanding goals with enthusiasm; works hard and puts in longer hours when it is necessary; seeks progression to roles of increased responsibility and influence; identifies own development needs and makes use of developmental or training opportunities
Entrepreneurial and Commercial Thinking	Keeps up to date with competitor information and market trends; identifies business opportunities for the organisation; maintains awareness of developments in the organisational structure and politics; demonstrates financial awareness; controls costs and thinks in terms of profit, loss and added value
Location and Hours of Work <i>You may be required to work at home or from any of the Company's offices.</i>	
<ul style="list-style-type: none"> > Location: Madrid office > Flexibility will be required in line with business needs 	
Please note that this job description does not form part of your employment contract. The Company can modify your job duties or amend this job description at any time.	