

JOB DESCRIPTION / PERSON SPECIFICATION

Job Title:	Business Development Manager		
Department	Marketing & Sales	Date Created/reviewed:	Jan 24
Job Location:			
Reporting to:	Marketing & Sales Director	No of direct reports: (if applicable)	0

Organisational Setting of the Job
<p>ATG Access provides intelligent, crash rated physical security solutions to both urban and industrial sites around the world, keeping people and places safe.</p> <p>We have been designing, testing, and manufacturing physical security products for over 30 years which includes bollards, road blockers, barriers, and gates. We believe that physical security solutions should be accessible for all, forging a world without fear of vehicle borne threats, enhancing the environments in which we live, work and play. We achieve this through the empowerment of our employees and harnessing their passion to inspire the creation of exceptional physical security solutions for the built environment, whilst positively contributing to the world we share.</p>

Key Aim:
<p>A market leading security brand - ATG Access is looking for a dynamic Business Development Manager to support the growth of the ATG Access high security product range which includes automatic, static, and shallow mounted bollards, road blockers, gates, and barriers.</p> <p>This exciting role will drive both UK and European high-security sales working in conjunction with our Head of HVM UK Sales, manage our network of existing distributors and prestigious client accounts, assist end clients with technical sales support and drive our product portfolio to be specified within project bids, ensuring the highest standards of professional customer service.</p> <p>In conjunction with the Marketing & Sales Director for ATG Access, develop and implement the sales and marketing strategy in each region (Europe & vertical markets within the UK), including managing new product development requests, growing the monthly project pipeline and being responsible for the conversion of project bids.</p>

Accountabilities and Activities
<p>Summary of Main Responsibilities:</p> <ul style="list-style-type: none"> • Drive the specification of ATG Access products across agreed UK & European vertical markets. • Manage existing client relationships across regions, including security specifiers and distributors. • Maintain and develop new customer relationships, grow sales, and exceed monthly targets. • Liaise with the wider ATG team to ensure often complex and detailed customer requirements are exceeded and managed correctly through the businesses. • Identify and penetrate new market opportunities and framework customers for the ATG product portfolio. • Attend and represent ATG at leading security events and exhibitions – this extends to the support of ATG’s distributors and partners. • Deliver presentations to security specifiers and end clients to further their knowledge on security schemes and product / system options.

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- Produce and issue accurate and detailed sales pipeline reports weekly / monthly as required.
- Attend monthly / regular meetings with the Marketing and Sales Director / sales team to report on sales opportunities, market trends and sales strategies.
- Work in accordance with the company processes and procedures.

If you have the following skills and attributes, then we want to hear from you:

- Outstanding and proven customer account management skills, demonstrating a track record of increasing sales and revenue in a BDM / sales role, or some experience with a passion to grow quickly and learn from our experienced team members.
- Excellent communication and organisational skills - focused on understanding customer needs and devising strategies accordingly.
- Strong commercial acumen.
- Excellent interpersonal skills, able to manage multiple relationships across different stakeholder profiles.
- A technical and specification led sales approach (business-to-business).
- Additional languages would be of benefit but, not essential.
- Strong IT skills including Excel & Word
- Self-starter – highly motivated
- Team minded. ATG is very much a people led organisation and we have a fantastic team spirit.
- A willingness to travel both within the UK and into Europe.
- Technical / Engineering knowledge, experience, or mindset beneficial but not essential.
- Professional in approach, aptitude, and appearance

[The person will have access to privileged information which they will be required to treat as confidential.](#)

CAVEAT

This job description gives an outline of the responsibilities of the post and should not be considered as definitive. It will be reviewed regularly and may be changed to meet the changing needs of the organisation.

Person Specification

Requirements	Essential
Education & Qualifications	<ul style="list-style-type: none"> • Bachelor's degree or equivalent in sales, business administration or a relevant field (not essential depending on experience).
Skills, Knowledge & Experience	<ul style="list-style-type: none"> • Competent IT skills (particularly Word & Excel). • Ability to efficiently organise own workload. • Ability to work autonomously or as part of a team. ▪ Excellent communicator. ▪ Excellent and demonstrable client management / account management skills. ▪ Good problem-solving skills. ▪ Excellent commercial awareness / knowledge. ▪ Capacity to manage various projects and work to tight deadlines. ▪ Excellent negotiation and leadership skills.

Requirements	Essential
Competency & Behaviour	Must have a pro-active and adaptable approach and demonstrate the following competencies: <ul style="list-style-type: none"> • Can-do / pragmatic attitude • Communicates written and oral information confidently, clearly, and concisely. • Establishes productive, cooperative relationships with customers, peers, management, and suppliers. • Excellent time management and organisational skills. • Must be able to manage internal and external relationships effectively. • Ability to establish priorities and work to tight deadlines and targets. • Awareness of deadlines with ability to re-prioritise to ensure results can be achieved. • Assumes ownership for getting a job done and takes pride in their work. • Showing commitment to completing allocated tasks despite setbacks or challenges. • Reliable and co-operative team member. • Willing to go the extra mile to help others. • Must be willing to travel across the UK and Internationally as required.
Other requirements	<ul style="list-style-type: none"> • UK driving licence.
Software Packages	<ul style="list-style-type: none"> • Microsoft Office suite, including Outlook and Word, Excel
Key words	The candidate should be / have: <ul style="list-style-type: none"> • Positive mindset and attitude • Drive • Ambition • Flexibility • Pragmatism • Able to manage multiple personalities across peers, internal staff, external client base • Be self-starting
	This job description is an outline of the key tasks and responsibilities of the role and the postholder may be required to undertake additional duties appropriate to their level. The post may change over time to reflect the developing needs of the business, as well as the personal development needs of the postholder.

INTERNAL USE

Employee's Name & Signature: _____ **Date:** _____

Manager's Name & signature: _____ **Date:** _____