

## Graduate Business Development Executive

**Position:** Business Development Executives (2 positions)  
**Location:** Plymouth City Centre  
**Industry:** Corporate IT Training  
**Salary:** £26,000 to £28,000 (£20k to £22k basic plus £6k OTE)  
**Hours:** Mon to Fri 8.30am to 5pm

### Be part of a winning team

This is a great opportunity to make your mark in a fast-growing people-focused tech training company. Based in Plymouth but serving customers nationally, [Skilltec Training](#) develops and delivers a broad range of bespoke and vendor-written training courses for SME's, Public Sector organisations and major internationals.

We are currently looking for two ambitious self-driven graduates to join our growing Business Development Team and support the next stage of our journey. In return we offer the opportunity for a fast-track career into corporate sales and beyond.

### The People

We are a fun, dynamic team with an ambitious strategy and aim to be one of the leading providers in our field. With the best talent and a flexible customer-focused approach, it is the value we deliver to our customers that continues to set us apart.

While everybody in our company is different, we all share a passion for working together in a close-knit team and in partnership with our customers to achieve success. We help our people build their careers and reach their potential in a supportive and fun environment.

As a training company, people are at the heart of what we do. Understanding our client's needs is our focus, delivering above and beyond every time is our mission.

### The Job Role

This is an exciting, fulfilling and rewarding position that will require you to be quick-thinking and switched on, comfortable with change and able to think outside the box. One moment you may be speaking to a team leader about the best course for a colleague, the next you may be working with Senior Managers of a major international designing a business-critical training program.

You will be deeply involved with the entire business journey from lead identification and generation, initial reach out, through to business proposition and support and on to long-term account management.



You will use industry-leading techniques to identify leads and reach out to clients using email, phone and social media tools. We are constantly adapting our processes to take account of fast changing industry best practice, using data to identify trends and improve effectiveness and you will be actively involved in influencing this change.

### What we are looking for:

You'll need exemplary communication skills as you will be talking to senior executives across a wide range of industries, and you'll need to combine it with personality and charm. A graduate, or with equivalent experience, you'll thrive in a fast-moving environment, working as part of our BDE team.

You won't need industry experience as we will be supporting your development, sales experience would be an advantage but is not critical. We are most interested in character, emotional intelligence, drive and ambition.

What we do need is:

- A confident and entrepreneurial spirited individual to reach out to corporate prospects and educate them about the value of Skilltec Training with the aim of uncovering requirements with new prospective customers
- Results-oriented individual with excellent communication skills and the ability to think strategically
- An ethically minded and professional individual who wants to use best practice email, phone, and social media tools to achieve their targets
- A commercially minded, resilient, and persistent person
- A highly motivated person, focused on continuous personal development

So, is this you? Do you have what it takes to make a real difference? Do you have the drive to succeed when others would stall?

If so, we want you - come and join our team.

### How To Apply:

Please email your CV in the first instance to [david.bogart@skilltec.co.uk](mailto:david.bogart@skilltec.co.uk) along with a covering letter highlighting strengths and experience and why you want to work with us. Successful candidates will be invited to an initial virtual interview.