

**Role :** Business Development Associate

**Salary :** IRO £27,000

**Term :** Permanent

**Start Date :** From July 2022

**Description :** Craft Prospect is seeking a dynamic Business Development Associate to support business development activities within the company, organising, arranging and attending conferences, supporting leads in sales actions, and managing marketing including through the company social media and website. We are a space engineering practice, working to make satellites smarter and more secure through integration of new technologies including onboard intelligence, and quantum communications. In this position, you can expect to be involved in a wide variety of activities and visibility across our space business, learning more about the technology and industry. You will be required to travel for this position.

*The company seeks to develop a diverse and inclusive team, and encourages applications from all backgrounds. In recognition that different groups may respond to job specifications differently and that our talent pool can come from all quarters, we seek to minimise the number of prerequisites in any role and rather recruit for attitude, and ability to positively contribute to our small but growing team and our work. It is recognised that training in technologies and capabilities will be required, however some technical interest/understanding will be key. We are happy to organise accessible interviews as required by the applicant.*

**Prerequisites :** At least two years business development & sales in technology industry, or recent graduate of a technology focussed business and marketing course, or equivalent

Strong communication skills, able to apply to the preparation of written materials, engage with engineers and technologist, as well as across marketing: presentations and media

**Responsibilities :** Coordination of the company events calendar

Supporting the development and tracking of the company sales pipeline

Supporting the delivery of proposals to customer deadlines

Responding and initial screening of sales enquires principally via email/online

Manage website and social media accounts for the business to drive visibility of company

Deliver and represent the company giving presentations to a variety of audiences

Collate and report on market and business intelligence

Support development of customer-focussed sales, marketing and information materials

Lead and coordinate outreach activities at the company

Organise company participation in relevant conferences and events?

**Desired :**

Ability to clearly communicate business concepts and space technologies

Ability to approach and engage with potential clients

Ability to support tight proposal deadlines and work responsively to customer need

Desire to work in a small business and willingness to fill capability gaps

Ability to work autonomously and willingness to travel globally

Ability to be persuasive where needed, and negotiate win-wins

**Line Manager :**

Head of Applications (TBC)

**About Us :**

Craft Prospect is an engineer-led company in its sixth year having consistently doubled turnover and headcount every year, picking up a number of awards and recognitions along the way. We are looking for those able to work within a team leading projects and developing future space mission concepts to make a positive impact. Our diverse team includes former leads of national space missions, experienced industry professionals, and more recent joiners to the space industry. We want to develop our employees to become stakeholders within the organisation through employee ownership.

See more at [www.craftprospect.com](http://www.craftprospect.com)

**Expected Grade :**

Graduate Associate | Associate

**Benefits :**

4 day week option at 80% salary FTE (Tu-Fr)

Up to 16% pension (matched salary sacrifice)

Wellbeing and personal development budget

Yearly team strategy and away days

Life assurance and support

Employee share ownership scheme

**Location :**

Glasgow, UK

Required in person/in office but with travel

**Applicants :**

Applicants should email a cover letter and CV to: [recruitment@craftprospect.com](mailto:recruitment@craftprospect.com), using reference 21-01052.

**Closing Date:**

An initial closing date of 31<sup>st</sup> July 2022 is planned, however this may vary depending on the applicants, so our recommendation would be to apply early.