Downloaded from <https://www.velvetjobs.com/job-descriptions/business-development-specialist>

# Example of Business Development Specialist Job Description

Our company is looking to fill the role of business development specialist. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for business development specialist

* Supporting the team as required
* Gather and analyze financial information
* Assess economic performance of loans/loan officers
* Diversification into Oil & Gas – Assist in the development and execution of programs to lead diversification activities in support of the Oil and Gas initiative for the GC & GCMS products
* Focused growth for western USA and Mexico/LA – Provide product and application training for sales and marketing support into the targeted regions
* In conjunction with Region Manager, Sales Center Managers and Business Development Representatives, participates in all facets of the selling process to grow sales of product line
* Partners with field workforce through joint sales calls, promotion & sales of products in the field and at the counter
* Develop and manage integrated marketing communications strategy and campaigns for office, including all components of campaign development, implementation and measurement
* Research and identify new and viable direct prospect opportunities
* Prepares and delivers internal and external presentations at the highest levels of management

## Qualifications for business development specialist

* Ability to simultaneously work across multiple projects, dealing with varied technical areas, and to adapt to meet deadlines in a fast-paced environment where priorities change in response to external needs and opportunities preferred
* Strong documented working knowledge of and previous experience using Microsoft Office (Excel, Word, Powerpoint, Outlook) CRM and other applications
* Experience with Exmark, Echo, Dingo and Makita products
* Product management background in distribution or manufacturing is strongly preferred
* 5+ years sales experience back by results
* Provide direct support to Deal Desk staff including data fulfillment, terms, pricing, platform bidding, credit approval, RFP shell creation, and tracking of customer responses