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# Example of Development Executive Job Description

Our growing company is looking to fill the role of development executive. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for development executive

* Design and deliver executive leadership development solutions and facilitate learning for senior leaders
* Develop training content and produce training and presentation materials
* Provide leadership development coaching
* Manage projects and processes in an entrepreneurial environment requiring strong multi-tasking abilities and ability to influence and partner with different levels of the organization to achieve results
* Sourcing & qualifying leads in specific allocated sectors
* Generating new business through inbound and outbound calls
* Actively seeking out all business opportunities and closing sales
* Driving new business to achieve quarterly growth targets
* Demonstrating return on investment through value led conversations
* Networking with partner businesses

## Qualifications for development executive

* 7+ years of success selling complex Natural Resource service oriented solutions (hardware, software, services, integration, outsourcing)
* Demonstrable strategic selling skills preferred, including management of a Sales team
* Experience managing rapid, highly flexible small pursuits large scale, complex proposals
* Excellent teamwork skills being capable of working on his/her own initiative
* Proven 3 – 5 years successful experience in sales and development of relationships within the electronic discovery (eDiscovery) business sector, with a minimum of 3 years’ continuous employment with the same eDiscovery vendor, law firm or solutions provider
* Proven experience with executive development programming