



# Example of Business Consulting Job Description

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

## Responsibilities for business consulting

- To convert client business intelligence needs into commercially viable custom research solutions
- To react to incoming opportunities from sales and further develop and shape those consulting opportunities through follow-up calls and meetings
- To control and manage the sales cycle for custom opportunities and ensure that all leads and proposals are handled as quickly and effectively as possible and according to best practice
- To design research solutions and prepare sophisticated, tailor-made proposals and manage their delivery and follow up
- To help negotiate terms and conditions and contracts with senior colleagues as appropriate
- To work collaboratively with all sales staff in your territory to maximise revenue opportunities and raise client awareness of consulting services
- Proactive work
- To stay involved after winning new projects to ensure successful handover, project design and implementation and to support research
- To follow-up post project delivery to help maintain the relationship and stimulate new opportunities
- To help maintain all directories and systems for business development

## Qualifications for business consulting

- Minimum of 2 years of consulting experience, preferably working with governments or not-for profits

- Experience in performance auditing, program evaluation, policy analysis, and/or substantive qualitative and/or quantitative analysis
- Ability to fulfill responsibilities on multiple engagements and set workload priorities in a fast paced, deadline oriented environment
- Ability to take direction, learn quickly, and work independently to meet project objectives
- Confidence and ability to interface with senior-level decision makers