



6 Month Business Development & Sales Internship

(NINBD1001)

PLEASE READ CAREFULLY BEFORE CONTINUING.

European Student Placement Agency, Ltd (ESPA UK) is a recruitment agency whose goal is to find high quality internships for European students in the UK. We work closely with our host companies to ensure the positions provide the candidates with a great experience, both professional and personal.

REQUIREMENTS: ESPA vacancies are open to all EU passport holders able to travel to the UK for an educational work placement, without the need for visa documents. You have to be a registered student and/or have Erasmus+ status to be eligible for our internships. Any student who is unsure of their situation should check with their university before applying. Non-EU students can also apply if they are studying in the EU and can get an Erasmus+ grant/status for the entire length of the internship.

BENEFITS: All ESPA's services are **free** for students and alumni. The benefits are:

- 1) Paid Accommodation.
- 2) Paid Utility Bills (electricity, gas, water and council tax) + Internet Access
- 3) Commuter travel to work (accommodation will be found within an acceptable commuting distance from the workplace, if that requires more than a sensible walk then a bus/train ticket will be provided).

This will be sourced and managed on your behalf by ESPA. **These benefits have an approximate value of 700€-1000€ per month (depending on location).**

There is no salary over and above the benefits offered, unless specifically stated.

To know more, please visit: www.espauk.com

The Host Company

The host company is a Management Consultancy, specialising in the delivery of complex business transformation projects for their clients. Their services to clients include Project & Programme Management, Change Management, Business Analysis and PMO. Some of their clients include John Lewis, Barclays, The CBI and Dixons Carphone to name but a few. The host company works on a principle of introducing positive change that adds real value to organisations. They adopt an approach to delivery that is tailored to their clients' needs and appreciates the unique way they operate.

Role

The host company is building a team of exceptional consultants and embarking on an impressive growth strategy. They are looking for a talented, high energy Sales Coordinator to act as a driving force behind their sales pipeline. This is a unique opportunity for a driven and enthusiastic individual who will have the opportunity to make the role their own, develop processes and directly influence the company's growth and performance from the outset.

Location

The role will be based at the host company's head office in Bath. A world-heritage city in the South West of England which hosts two great universities. It has wonderful cultural experiences and is just 1.5 hour train journey from London and a 15 minute train journey from the vibrant city of Bristol. The host company also has office locations in London and Manchester, which you may be required to travel to during the internship.

Duration

6 months

Languages

Good spoken and written English level is a must (B2 onwards).

Start date

Flexible.

Tasks

New Business Development

- Prospect for potential new clients and turn this into increased business.
- Cold calling as appropriate. Meet potential clients by growing, maintaining, and leveraging your network.
- Research and build relationships with new clients, identifying decision makers and opportunities
- Set up meetings between client decision makers and the host company's Leadership Team.
- Plan approaches and pitches. Work with team to develop proposals that speaks to the client's needs, concerns, and objectives.
- Submit bids, tenders and build a collateral database.

Business Development Planning

- Attend events and conferences, and provide feedback and information on market and creative trends.
- Identify opportunities for campaigns, services, and distribution channels that will lead to a sales increase.
- Using knowledge of the market and competitors, identify and develop the host company's unique selling propositions and differentiators.

Management and Research

- Submit monthly progress reports and key Management Information reports.
- Ensure that data is accurately entered and managed within our CRM system, pipeliner as well as ensuring all data input by the team is accurate, staying up to date with system changes and training new staff members
- Maintain and update sales collateral, including brochures, case studies, etc
- Work with marketing staff to ensure that prerequisites (like prequalification or getting on a vendor list) are fulfilled within a timely manner.

Personal Skills

- Activity planning and coordination
- An understanding of sales processes or prior experience is essential
- Data analysis and interpretation
- Advanced in MS Excel, Word and Outlook
- Familiarity with Microsoft SharePoint
- A passion for building productive working relationships with clients
- Excellent verbal and written communication skills
- High level of energy, drive, enthusiasm and commitment
- A self-starter, with the ability to work in a high-pressured, fast moving environment
- Passion for marketing and sales
- Preferable, but not essential: Familiarity with CRM systems and an understanding of business consulting (or business services)

How to apply

STEP 1) Please, register with us at <http://www.espauk.com/students/register-with-us>

STEP 2) Please, send an email to apply@espauk.com with the reference code **NINBD1001** attaching your CV as a pdf file. A cover letter is always helpful.