

ROLE PROFILE

Job Title:	Head of Business Development	Location:	Bracknell/flexible
Department:	Quest	Hours of Work:	9.00 – 17.30
Reports to:	Managing Director, Landmark Legal & Financial	Version:	0.2

The main purpose of the job:

Quest, established in 1982, provides IT solutions for the UK property market. Acquired by Landmark Information Group in 2007, it is a leader in the provision of survey and mortgage valuation technologies and software for Home Information packs. Most of the UK's major residential mortgage lenders use Quest as part of their underwriting process.

It is renowned for reliability and innovation, and has recently developed unique products that provide significant growth opportunities for the business.

The Head of Business Development will have responsibility for all aspects of strategic business development and will grow the business by working with clients, both old and new, to develop new business opportunities.

The post holder will be responsible for leading the expansion of the business in to new areas.

With a demonstrable track record in growing business, you are likely to have a background in financial services, consultancy or related property/data businesses.

Main tasks of the job (in order of priority):

Develop existing strategic plans for business growth to maximise performance and increase profitability

Identify emerging requirements within the lending, surveying and related sectors and ensure that Quest delivers these profitably

Increase the client base and deliver growth

Continually seek to identify new opportunities for additional revenue streams

Develop and improve on key client relationships to maximise business potential

Negotiate and finalise commercial terms on key deals

Motivate and manage direct reports, planning and directing work, appraising performance and resolving issues.

Work closely with other internal functions including product development, marketing and customer services.

Relationships**Staff who report to this position:**

Small business development/sales team

Who this position reports to:

Managing Director, Landmark Legal and Financial

Key Contacts:

External: Mortgage Lenders, Brokers, Surveyors

Internal: Landmark business unit managers, marketing, production and operations teams

Qualifications & Training**Essential/Desirable****Selection Method**

Experienced senior manager, with relevant experience in financial sector, consultancy or property/ data businesses

Essential

CV/Interview

Demonstrable track record of achieving growth targets

Essential

CV/Interview

Membership of an appropriate professional institution

Desirable

CV

Competencies	Essential/Desirable	Selection Method
<p>Technical:</p> <p>Ability to interpret technical information and adapt it to the needs of a business audience</p> <p>Ability to present information to a variety of audiences, external and internal</p> <p>IT Literate – competent user of Microsoft applications</p> <p>Ability to write proposals, contracts, speeches and articles</p> <p>Experienced in developing and managing budgets</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>Interview</p> <p>Presentation</p> <p>Interview</p> <p>Interview</p> <p>Interview</p>
<p>Leadership:</p> <p>Credible leader, effective ambassador for Landmark</p> <p>Drive to deliver results</p> <p>Ability to motivate a team</p> <p>Commitment to developing the potential of all members of a team</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>Interview/Presentation</p> <p>Interview/profile</p> <p>Interview/profile</p> <p>Interview/profile</p>
<p>Behavioural:</p> <p>Excellent interpersonal skills, ability to build good external and internal relationships</p> <p>Confident self-starter, able to work on own initiative</p> <p>Creative thinker – able to develop innovative solutions</p> <p>Flexible and resilient – able to adapt to changes in the market</p> <p>Superb networker who can develop business relationships successfully</p> <p>Excellent negotiator who can successfully agree commercial terms</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>Interview/profile/presentation</p> <p>Interview/profile</p> <p>Interview/profile</p> <p>Interview/profile</p> <p>Interview/profile</p> <p>Interview/profile</p>
<p>Date of role profile: Jan 09</p>		