

CBRE

Business Development Manger

Job Information

Hiring Company

CBRE CM Solutions K.K.

Job ID

1489947

Industry

Real Estate Brokerage, Management

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

6.5 million yen ~ Negotiable, based on experience

Refreshed

December 26th, 2024 11:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

Business Development Manger

Service line: CBRE CM Solutions K.K. Global Workplace Solutions Local Accounts

Role type: Full-time

Areas of Interest: Accounting/Finance, Administrative, Building Management, Facilities Management, Sales/Brokerage

Location: Tokyo

As our Business Development Manager, your mission is to identify, cultivate, and secure new business opportunities (Facilities Management). You'll achieve this by tailoring our services to meet customer needs while maintaining our commitment to exceptional quality.

JOB SUMMARY

Lead sales pursuits

Cultivate and Expand Japan FM market

ESSENTIAL DUTIES AND RESPONSIBILITIES

Main duties and responsibilities

- To negotiate and successfully close sales opportunities to meet and exceed agreed sales targets within the target markets agreed by the Head of Sales and Divisional Managing Director.
- To develop and build long-term professional customer relationships with existing, new and potential clients. Maintain excellent relationships and after sales support to build mutual confidence in line with the agreed business strategy.
- To identify and build a long-term active pipeline, exploring both existing markets and targeting new market opportunities
- Use innovative means to develop new sources of profitable business.
- Take complete ownership of, develop, and deliver exceptional sales and tender documents and presentations, in line with Company standards. Generate tenders and relevant document preparation, using the specialist support functions (procurement, HR, QHSE etc) as well as local managers and the Business Development Managers.
- Raise the company and business profile by representing CBRE at industry events, high level networking and always promoting an image of professionalism.
- Keep up-to-date with industry developments, maintaining awareness of competitor activity and market trends.
- Ensure that the Business Unit Leader is fully aware of all activities. Liaise regularly with the Head of Sales to ensure they are fully updated on all sales activities and potential new business opportunities. Ensure that specialist functions e.g. HR, QHSE and Commercial are advised of any new potential business to ensure compliance.
- Ensure that appropriate sign-offs are adhered to when considering new business opportunities. Maintain records and relevant contract documentation in the support of tenders and re-bids for the Business.
- Deal promptly and professionally with all pre-qualifications.
- Support re-bids and variations for existing clients.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and EXPERIENCE

Bachelor's degree (BA/BS) from four-year college or university and a minimum of five years of related experience managing the activities of a sales force in a service organization.

Aptitudes

- Driven by targets and comfortable in a high pressure sales environment.
- Excellent verbal and written communication skills.
- Must be detail conscious and methodical in approach.

Character

- Must demonstrate a strong sense of customer focus and promote a sense of team spirit within the office.
- Must be able to influence others and engender confidence in senior managers through both face-to-face, telephone and written communication.
- Self-motivated. Able to prioritise demands and make decisions under pressure.
- Able to work as part of a multi-disciplinary team, providing support to other areas of the business on occasions, as required.
- Be self-sufficient: able to work on your own as well as in a team.

JAPANESE ABILITY

Native level

Required Skills

応募必要条件

- 大卒以上
 - 日本語ネイティブレベル
 - ファシリティマネジメント、ビル管理等に関する知見
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Company Description