

## Business Development Associate

### About Pluggy Energy Solutions

Pluggy develops, delivers and operates Net-Zero and E-Mobility solutions for businesses and cities.

We work with organisations from the private and public sectors to help develop and deliver their journey to net-zero and e-mobility, from strategic advisory and feasibility work, through to installation and operations & management.

We deliver for a range of organisations including commercial & industrial (C&I), property developers, building and car park owners, Mechanical & Electrical (M&E) and construction companies, Facility Management (FM) companies, TPIs, Local Authorities, hospitals, universities and others.

### The Role

As our Development Support Associate you will support key areas of our activity to help deliver the sales & growth strategy and provide vital support to help the business grow and operate efficiently:

- source and manage projects, utilising the internet and platform databases with live projects that are updated daily, review other partnership channels with architects, mechanical and electrical contracting companies and direct with commercial customers, to identify sales opportunities to achieve and exceed proposed sales targets within the low-carbon power/transport sectors, covering the whole of the UK. You will play a key role in increasing income and revenue by generating leads, qualifying prospects and eventually managing early stage sales of products and services.
- You will also support the company's vital back office activities: including quality management, updating important documents and policies, creating sales & marketing material, support online marketing activities, support tender documentation.

You will receive close support and guidance from our senior team members to ensure you are familiar with the tasks and relevant tools/systems/processes.

### Key Responsibilities

- Gain new sales by using various customer sales methods
- Research the market to open sales opportunities
- Assist in forecasting sales
- Deliver KPI's
- Meet personal sales target
- Research accounts and generate or follow through sales leads
- Attend meetings virtually if required with the support of colleagues where necessary
- Report and provide feedback to management
- Maintain and expand client database
- Maintain knowledge of the competition
- Complete and process Quotes
- creating sales & marketing material
- support online marketing activities

- Utilise CRM (Customer Resource Management) system for your area of the business
- Provide support as needed on: quality management, updating important documents and policies, tender documentation
- Undertake other duties as necessary to the role/business

**The ideal candidate:**

- A very hardworking self-motivated individual
- Someone looking for a long-term career and progression within the exciting and rapidly expanding sustainable energy and Net-Zero sector
- Proficient with MS Office (Excel, Word etc)
- Experience and/or aptitude for working both alone and as part of a small, dynamic and growing team
- sales experience (preferred but not essential)
- Familiarity with different sales techniques and pipeline management (preferred but not essential)
- Demonstrated negotiation skills (preferred but not essential)