



Market Development Co-ordinator

SgurrEnergy is a leading independent engineering consultancy specialising in worldwide renewable energy projects. We have the capability to deliver at every phase of a project, from the early stages of site selection, feasibility and design right through to project management of the construction phase and operation and maintenance. Our multi-disciplinary consultants have extensive sustainable energy experience worldwide. To date we have assessed over 85,000MW of renewable energy development internationally and this figure is growing rapidly every month. Our clients include utilities, financiers, developers and many other public and private sector organisations.

Job description

This is a newly created post within SgurrEnergy that would suit a highly astute, commercial individual who has experience in undertaking market assessments, analyzing and co-ordinating business data and conversing with senior executives. The successful candidate will report to the director of business development, helping him and the company's management team grow, develop and maintain contacts and opportunities within the field of aid-funded international energy projects.

Preferably applicants would have some knowledge of engineering consultancy/a technical industry but this is not essential. A proven track record of business/marketing co-ordination in a target driven environment is fundamental to the role. A good knowledge of high value contract procurement and tender processes is desirable.

Position Description

You will be the key interface and point of contact between our business and the clients and sources of critical business data for international aid funded energy projects. Your role will involve:

- Provide the day to day business support and market intelligence needed for the business to expand and succeed within this specific market area.
- Manage the information generated by these activities; specifically ensuring that the data is kept up to date, passed to key decision makers in good time and ensuring that the business acts on this data. Ensuring that there is follow-up both with external contacts on opportunities and internally to ensure opportunities are followed up and delivered.
- Produce focused market reports for the management team to assist with strategic planning and wider business development.
- Collate and maintain supporting information needed for pre-qualification and tender submissions, ensuring we are always able to present our best and most up to date credentials in an efficient manner.
- Presenting the opportunities and value of SgurrEnergy's products and services
- Assist relevant staff, both within our Glasgow HQ and within our numerous international offices, to identify and build long term relationships with key clients and potential clients, by co-ordinating the collection and flow of relevant market and client information.
- Interrogate management information to identify and exploit business trends and performance.

The successful applicant will possess:

- Degree status, preferably a business or marketing related qualification
- Experience in account management and tender preparation
- Experience in developing aid funded business or working within an aid funded organisation

- Experience in presenting succinct and accurate market information is highly desirable, together with a good understanding of the value of such information and how to use it
- Strong presentation and communication skills
- Ability to gather and report intelligence on market and competitor activity

The company is growing rapidly and offers excellent long-term career prospects.

To apply please write enclosing full CV and covering letter to recruitment@sgurrenergy.com with the subject heading: 'Market Development Co-ordinator.' Closing date for applications is Friday 22nd February 2013.