

Job Description: Business Development Manager

£30,000 - £35,000 Full Time Salary dependant on experience

General & Medical are a long-established company in the provision of medical and other specialist insurance services to professionals, businesses and families both within the UK and internationally. Although providing medical insurance remains a core activity for the Group, we have developed many other services and insurance products available through our divisions and subsidiary companies.

We are now looking to recruit a driven individual who can work as a member of the team and contribute effectively in a professional manner across a busy area of business. You will need excellent communication skills and be able to organise your work effectively, generating new opportunities for growth, converting warm leads from our Head Office and managing key business relationships across our broker panel.

About this position:

You will be comfortable in the conduct of visits to clients and brokers to engage in business discussions, representing the Company to build strong relationships and win new business. All product training will be provided – you will need to demonstrate the desire to succeed and the skill to communicate and organise your schedule.

- Increase sales, including sports business, by generating leads and winning new business through a programme of verbal and written communications.
- Generate leads using direct and introducer channels to market, building contacts and enhancing relationships with introducers, affiliates and key brokers including those offering a route to sport related business.
- Convert enquiries into sales to actively grow the business to targets, to include identifying opportunities to upsell and expand the current offering.
- Managing the relationship with key sports accounts, registered healthcare brokers and intermediaries.
- Complete and maintain all client communications and records including preparing quotations and renewal terms for key sports accounts.
- Reporting to the business on the performance of key sports accounts.
- Support the development of products and services offered by the company.
- Working with the Sales Manager to increase Corporate Healthcare volume.
- Support the Sales Manager in the delivery of training to brokers either remotely or face to face.

By:

- Effectively manage appointments and meetings to negotiate and build relationships with new & existing brokers and direct customers.
- Committing to travel on occasions in order to meet potential and existing customers, affiliates or brokers.
- Being the key contact for all Sports Healthcare business.
- Having regular reviews with the customers, affiliates or brokers to monitor performance whilst documenting the information obtained.
- Understanding and following the FCA guidelines in full.
- Understanding how the functions of the role interlink and benefit other roles within the company.
- Keeping abreast of industry changes and competitor products.
- Working as a member of a team.
- Assist with various reporting tasks, administration and projects, maintaining confidentiality at all times.

Personal performance, conduct and development

Meet targets and take responsibility for own performance:

Remain abreast of current processes and services offered by the company and be aware of changes to legislation by the Financial Conduct Authority (FCA). Cascade any information / changes in legislation to work colleagues.

Work in Accordance with the company policies and procedures:

Be aware of and adhere to Company policies and procedures. Work in a way that meets the statutory requirements of employees under legislation.

Flexibility and Team Work:

Work flexibly as part of a team to meet the needs of the customers of the Company. Value each team member's contribution and help colleagues to perform to the best of their abilities.

Professionalism:

Set a good example to other staff in attitude to work and general working practice. Deal with all colleagues and customers in a professional manner. Maintain a professional working relationship with direct reports in order that there is no issue in dealing with any unacceptable performance and/or conduct.

What you can expect from us:

- £30,000 - £35,000 Full Time Salary dependant on experience
- Regular and Full Time Monday to Friday hours – no evenings, no shifts and no weekend work
- Access to Pension Scheme
- Attendance Bonus
- Great Annual Leave Benefit including additional family days
- Free Worldwide Multi Trip Travel Insurance Cover and discounted rate for family members
- Cash benefits linked to Personal Accident, Life Cover and Critical Illness
- Monthly Employee Rewards Scheme
- Commitment to Employee Learning and Development
- Access to Wellbeing Services and Discount Scheme
- Free tea, coffee and fresh fruit
- Friendly working environment in Peterborough – convenient location close to the A1

Our greatest strength is our people – professional, driven yet grounded and fun to work with. If our culture sounds like a good fit for you and you want to be part of our exciting journey then please send a copy of your CV to jobs@generalandmedical.com