

**Category:** NGO/Development

## **Business Development Officer**

### **Eco-Social Development Organization (ESDO)**

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#### **Vacancy**

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#### **Job Context**

- Eco-Social Development Organization (ESDO) started its journey in 1988 with a noble vision to stand in solidarity with the poor and marginalized. Being a peoples` centered organization, ESDO envisioned for a society which will be free from inequality and injustice, a society where no child will cry from hunger and no life will be ruined by poverty. About three decades of relentless efforts to make this happen, ESDO has embraced new grounds and opened up new horizons to help the disadvantaged and vulnerable people bring meaningful and lasting changes in their lives. During this long span, ESDO has adapted to the changing situation and provided the most time-bound services, especially for the poor and disadvantaged. A community-focused and people-centered approach has been adopted by ESDO, while consideration was given to the national policy and Sustainable Development Goals (SDGs) as its guiding principle. ESDO is one of the most dynamic organizations expanding its development interventions across 331 Upazilas under 51 districts of Bangladesh, covering over 10 million poor and vulnerable people.
- As a Business Development Officer, you will be responsible for identifying new business opportunities, developing relationships with potential clients, and driving the growth of the organization. You will work closely with the senior management team to develop and implement business development strategies and plans, and to build and maintain strong relationships with clients and partners. Your primary focus will be on increasing the organization`s revenue and expanding its reach through the acquisition of new clients and projects.
- As partnership with UNICEF, ESDO will implement the Empowering the most disadvantaged adolescent girls and young women through eco system based Alternative Learning Programme (ALP) for market-driven transferable skills project at Sherpur, Jamalpur, Satkhira, Barisal, Gazipur and Bhola district. ESDO is inviting applications from interested qualified candidates for the position.
- The project duration total 12 months from the joining date.

#### **Job Responsibilities**

- Identify new business opportunities and develop strategies for pursuing them
- Conduct market research and analysis to identify potential clients and market trends
- Develop and maintain relationships with clients and partners, including through regular meetings, networking events, and other outreach activities

- Prepare and deliver presentations to potential clients, highlighting the organization's services and capabilities
- Manage the proposal development process, including identifying proposal opportunities, coordinating proposal teams, and developing and submitting proposals
- Negotiate and close contracts with clients, ensuring that all agreements are in compliance with organizational policies and procedures
- Monitor and report on business development activities and results, providing regular updates to senior management
- Stay up-to-date with industry trends, regulations, and best practices, and make recommendations for adapting organizational strategies and services accordingly
- Collaborate with other departments and teams to ensure the successful delivery of projects and services
- Participate in relevant industry events and conferences to build the organization's profile and network
- Any other tasks assigned by management

**Employment Status**

Full-time

**Workplace**

- Work at office

**Educational Requirements**

- Graduation in any discipline

**Experience Requirements**

- At least 4 year(s)

**Additional Requirements**

- Age at most 45 years
- Both males and females are allowed to apply
- Highly experience candidates age will be flexible
- Practical knowledge on IGA development
- Minimum of 4 years of experience in business development, preferably in a consulting or development organization
- Strong understanding of business development principles and practices, including marketing, sales, and proposal development
- Excellent communication and interpersonal skills, with the ability to build strong relationships with clients and partners

- Strong analytical and problem-solving skills, with the ability to identify and pursue new business opportunities
- Proven track record of success in business development, including demonstrated experience in closing deals and securing new clients
- Ability to work independently and as part of a team, with strong organizational and time management skills
- Proficiency in Microsoft Office and other relevant software
- Fluency in English and other relevant languages

**Job Location**

Barishal, Bhola, Gazipur, Jamalpur, Satkhira, Sherpur

**Salary**

Tk. 40000 (Monthly)

**Compensation & Other Benefits**

- As per project Allocation

**Job Source**

Bdjobs.com Online Job Posting.

**Read Before Apply**

Interested candidates are requested to submit their resume with cover letter along with recent Passport size Photo, photocopy of all academic and experience certificates, NID card /Citizenship certificate including two references. Applications should reach within 25/03/2023 by post or Currier or hand to hand delivery to or Email [hr.esdo@gmail.com](mailto:hr.esdo@gmail.com) CC to [sayedesdohr@gmail.com](mailto:sayedesdohr@gmail.com) : Address to Senior APC (HR), ESDO, Collegepara (Gobindanagar), Thakurgaon-5100, Bangladesh.

Only shortlisted applicants will be contacted and called for interview.

Women are especially encouraged to apply.

ESDO does not tolerate any Safeguarding abuse. So, if you have any history of child abuse in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

ESDO does not tolerate any gender abuse. So if you have any history of gender abuse in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

ESDO does not tolerate any kind of extremism/terrorism. So if you have any history of extremism/terrorism in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

ESDO does not tolerate any corruption. So if you have any history of corruption in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

Equal opportunity, promoting women & children rights is mandate of ESDO.

**\*Photograph must be enclosed with the resume.**

### **Apply Procedure**

Send your CV to **hr.esdo@gmail.com** or to Email your CV from **MY BDJOB**s account.

Application Deadline : **25 Mar 2023**

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### **Published On**

21 Mar 2023

### **Company Information**

Eco-Social Development Organization (ESDO)

Address : Collegepara (Gobindanagar), Thakurgaon-5100 Bangladesh

Web : [www.esdo.net.bd](http://www.esdo.net.bd)

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