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## SENIOR ASSOCIATE - BUSINESS DEVELOPMENT

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### JOB PROFILE

Centre for Public Policy Research: CPPR is a public policy think-tank based in Kochi that works in the areas of research promotion, knowledge dissemination and capacity building. We have a talent pool from various parts of the country, who are experienced in handling socio-economic research projects. CPPR believes in engaging the right individuals for its initiatives and efforts in the area of public policy. We therefore welcome people who have a penchant for public policy and display unique skill sets and managerial capacities to work as part of our team.

<b>Job Title</b>	<b>Senior Associate</b>
<b>Department</b>	Business Development
<b>Salary</b>	As per industry standards
<b>Scope of Position</b>	Focus is on developing CPPR's future fundraising strategy, building and strengthening relationships with new and existing partners, diversifying funding sources and shifting organisational focus toward more efficient, multi-year organisational grants and contracts

### **Key Responsibilities:**

Business development associates play a crucial role in the success of an organization. All the responsibilities expected from this role should be ultimately helping the organisation to maximize their profits. Key responsibilities from this position include:

1. Build relationships with different stakeholders and with potential partner organizations.
2. Assist in marketing and public relations efforts to promote CPPR's capabilities to current and potential partners
3. Procuring suitable projects in different focus areas of CPPR
4. Lead the proposal development process for select, strategically important bids.
5. Identify and track new business opportunities as available from government sources, consultants.
6. Keep track of the changes in the industry and bring innovation in the operating style.
7. Continuous market research on competition, foreign assistance trends, and potential partners, products and services - or new ways of reaching existing markets
8. Lead and support efforts to identify and lock international and local partners.

9. Setting aims and objectives in order to develop and improve the business keeping the bigger picture in mind.
10. Attend BD networking opportunities, including think tank events, international development policy events, workshops, and seminars, etc

**Skills and Qualifications:**

1. Bachelor's/Master's degree in business, marketing or related fields.
2. 7 + years of proven track record in sales, marketing or related fields.
3. Strong presentation and communication skills, both written and verbal
4. Ability to influence and negotiate with others
5. Ability to handle multiple tasks/projects simultaneously
6. Awareness of the public policy space
7. The ability to think creatively and strategically
8. Self- driven and the ability to be motivated by targets
9. Strong proficiency in Microsoft Word, Excel, PowerPoint, G suite, etc

CPPR has a repertoire of Indian and international professionals including researchers, academicians, technocrats, industry leaders and influencers. Perks include learning with a team which is a mixture of youth and well experienced vibrant team. National as well as international travel is an important aspect of our work at CPPR.