



The JPS & Partners Co-operative Credit Union Ltd. invites suitably qualified applicants to fill the position of:

BUSINESS DEVELOPMENT MANAGER

CORE FUNCTIONS

The successful candidate will be accountable for identifying new business opportunities; provide oversight and direction to generate revenue leading to improvement in profitability; achievement of the Credit Union's sales and promotional strategic objectives and initiatives inclusive of effectively marketing the Credit Union's products and services; oversee the formulation and implementation of 'people friendly' strategies within the communities that the company serves to improve customer loyalty while providing value added services towards achieving and maintaining Credit Union's Mission, Vision and Targets. The incumbent will be required to do island wide travel to perform job functions and other official duties.

OTHER MAJOR FUNCTIONS

- Contribute to the Credit Union's strategic planning process, focusing on business development, sales and promotional related strategic objectives and initiatives.
- Develop business plans to manage new business, sales, meeting goals and coordinating lead generation.
- Coordinate the development and implementation of sales and promotional programmes for the Credit Union's products and services, making regular presentations to the target groups and assisting with seminars and meetings.
- Manage all activities within the Business Development Unit to ensure its effective and efficient operation, in accordance with established procedures
- Prepare and manage the annual budget for business development, advertising and promotional activities, and implementing tools to measure and evaluate the effectiveness of these activities.

QUALIFICATIONS AND EXPERIENCE

- Post Graduate Degree in Business, Marketing or equivalent from an accredited training institution.
- Five (5) years' experience at a senior level in business development, sales/marketing and at least two (2) years' working experience in a financial institution.
- Training in Project Management would be an asset.

KNOWLEDGE AND KEY COMPETENCIES

- Sound knowledge of the Credit Union's products and services.
- Knowledge of the Acts and Regulations governing the Credit Union (e.g. Co-operative and Friendly Societies Act, Proceeds of Crime Act, Banking Act)
- Good interpersonal, negotiation, sales and marketing skills.
- Competence in Microsoft Office Suite, and Desktop Publisher.
- Excellent oral and written communication skills.
- High level of professionalism, integrity, honesty and confidentiality.

Application with detailed resume should be submitted no later than **Friday, January 27, 2023** addressed to:

The Human Resource Manager
JPS & Partners Co-operative Credit Union
65 ¾ Half Way Tree Road
Kingston 10
Email: jpscreditunion@jpscu.com

We thank you for your expressions of interest, however, only short listed applicants will be contacted.