

Job Description

Business Development Manager

GENERAL CONSTRUCTION (GC)

When you join our team, you are in the right place for your career growth and to utilize your talents and potential. we are a full Engineering, Procurement, Construction, and Maintenance (EPCM) company serving clients in Oil & Gas, Mining & Metal, Petrochemical, Power, Civil Infrastructure, Water industries in U.S. and around the world.

Servicing our customers through our diverse business divisions, we offer challenging assignments on some of the world's largest and most complex projects. Our clients value us because they know we could deliver. General Construction is headquartered in Houston, Texas and has opportunities throughout the U.S., Canada, Mexico and China.

General Construction Group is looking for a **Business Development Manager** for our Houston office. Job duties will include but not be limited to the following:

Roles & Responsibilities:

- Familiar with Oil & Gas, Petrochemical and Construction Management and Consulting industry and processing systems.
- Firm grasp of the industry trends, which are the bases for strategic planning and forecasting.
- Develop new prospects and interact with existing customers to increase sales.
- Generate and increase sales in the assigned territory by identifying potential customers and sales opportunities.
- Maintain existing business relationships through continuous client follow-up, responding to client inquiries timely, and resolving issues.
- Manage customer relationships and accounts to build long-lasting relationships built on trust.
- Track and maintain ongoing business development metrics for reporting purposes.
- Obtain client requirements and coordinate with engineering and operations to size and prepare quotation.
- Plan and coordinate business generation activities weekly to be reported to supervisor.
- Able to achieve goals in a self-directed/managed environment.
- Able to organize, schedule, and prioritize workload to meet various schedules and objectives on short notice.
- Well-developed written and verbal communication skills.
- Ability to work with a team, take direction from supervisor(s), focus attention on details, follow work rules and adhere to established work schedules.
- Participates in proposal preparation activities as required.
- Ensures that work being performed is within scope of services and within budget.

Requirements:

- Strong communication, interpersonal, networking and connections, negotiation, and presentation skills required.

- Strong sales background which includes relationship management and a proven track record of increasing business. Business acumen (business knowledge, competitor awareness, organization strategies).
- Strong public speaking and group presentation skills.
- Working knowledge of Microsoft Office Suite, especially Excel, Word, PowerPoint, and Outlook.
- Self-motivated with the ability to successfully and simultaneously manage multiple tasks, meet deadlines, and work independently with minimal direct supervision.
- Team player with the ability to build rapport including trust and confidence with all personnel involved.

Experience: Five (5) to twenty (20) years in Oil & Gas, Petrochemical, Manufacturing, or major EPC construction industries.

Education: Bachelor of Engineering Degree, Business, Construction Management, Public Relations, or equivalent combination of experience and education.

Intermediate to advanced computer hardware/ software literacy. Knowledge of legal aspects of purchasing and contracting including Uniform Commercial Code and Contracts Law. Knowledge of electrical, process, mechanical, HVAC and instrumentation industries desirable (engineering, fabrication, testing, installation and start-up).

All aspects of the proposal process; teaming agreement negotiation, pricing and final preparation. Experience with both lump sum, time and material and cost reimbursable projects. Proven experience and track record of accomplishment with excellent oral & written communication skills. Must be able to travel domestically and internationally if required by job duties.

Benefits:

General Construction Group offers a selection of competitive lifestyle benefits which could include a 401K plan with company match, pension, medical, dental, vision, life insurance, flexible spending account, disability, paid time off, or flexible work schedule. We support career advancement through professional training and development.

EOE:

General Construction Group is Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, or protected veteran status and will not be discriminated against on the basis of disability.