

Job Description

- Developing yourself within this role, setting targets and evaluating your progress against all relevant targets.
- Developing and maintaining relationships with clients.
- Preparing proposals
- Making presentations to prospective clients.

Decision making Authority:

Sphere of authority without reference upwards:

- Agreed expenditure to achieve business goals and budget.

Key areas not to act without advice:

- Personnel issues, including recruitment, promotion, etc.
- Changing existing procedures.
- Capital expenditure.