


<b>Scientific Business Development Executive</b>		<b>Ad No:</b> <b>ABT 12 / 21</b>	<b>Rev #</b> <b>1.2</b>	 <small>I:\Files\vh\SHRAdminFiles\HRDocuments\HumanResources\JobAdverts\2021\ABTG-SciBusDevExec-09-Dec-20.docx</small>
<b>Prepared By:</b> <b>SAH / GDM</b>	<b>Expected Start Date:</b> <b>Q1 2021</b>			
<b>Approved By:</b> <b>BoD</b>	<b>Last Revision Date:</b> <b>09-Dec-20</b>			

## Immediate Vacancy


### Scientific Business Development Executive

A position within the **AquaBioTech Group** has arisen for a **Business Development Executive** with experience in business development specifically in the field of aquatic sciences. The company is seeking to expand its **Business Development Department** and complement the existing team with an experienced person. The selected candidate will be responsible for specific areas of the group's portfolio providing focus so as to achieve aggressive growth targets, while also leaving time for the research and development of new business areas.

#### Synopsis of position offered

**AquaBioTech Group** is looking for a candidate with proven professional experience and a comprehensive knowledge of the industry's best practice processes. The responsibilities of the successful candidate may include, but are not limited to:

- Develop and implement the marketing and branding strategy and related tactics to raise the profile of the company implementing various day to day tasks of the department;
- Assist with new product launches and the development of new material in new forms;
- Prepare and oversee the company's marketing budget;
- Attend relevant client and/or business to business events and meetings to network and represent the company. Ensure effective and timely follow up.
- Support the various development teams in the preparation of international tenders and commercial offers ensuring the corporate branding is consistently applied;
- Preparation of award submissions and participation in competitions;
- Support project teams with tender / grant application in tasks related to dissemination, communication and marketing of the project;
- Occasional travel for foreign projects could be required;
- Manage EU project dissemination campaigns;
- Assist the business development director with additionally required task;
- Other duties as assigned by the company.
- Review and validate customer data as it is collected
- Develop policies and procedures for the collection and analysis of data
- Create or discover new data procurement and processing programs
- Review customer and project files to ensure integrity of data collection and utilisation

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- Perform data profiling to identify and understand anomalies
- Ensure efficiency and coordination of cross-department IT functions such as: Corporate Planning, Finance, Human Resources, Audit and Legal
- Identify problematic areas and implement strategic solutions in a timely manner
- Contribute towards the timely preparation and implementation of strategic, operational and budget plans
- Complete special projects upon requested

Reporting directly to the **Business Development Director**, the position is demanding requiring a person who is highly motivated and self-organised. The selected person must be prepared to work to tight deadlines in isolated and multi-functional projects and in conjunction with a team of international staff based at our head-office based in Malta.

### Qualifications Overview

A successful candidate is likely to have a bachelor's degree in some form of aquatic science or a related field. A Master's Degree in Business Administration is preferable, but not essential. Be able to show at least three (3) years' experience in a scientific business development and/or scientific sales role. The selected candidate will have to demonstrate the ability to speak and write English fluently and be a clear communicator. We also require that the person have a clear passport with no travel restrictions, no legal convictions held at any time and be in possession of a driving licence.

### Financial Package

The successful candidate will be offered a long-term, fixed-term contract with the company, providing job security and the foundation for the person to grow within the company management structure. The starting package offered for this position will be structured largely upon the chosen candidate, reflecting the experience the candidate brings to the company, but also in line with the cost of living in Malta and could include an accommodation package, if required.

### Application Procedure

Further information about the **AquaBioTech Group** and the services we offer can be viewed at [www.aquabt.com](http://www.aquabt.com) . Applicants are required to submit a full *Curriculum vitae* in the **AquaBioTech Group** Europass format that **must** be downloaded from our website – **no other CV formats will be accepted**. Questions about the application should be directed to the HR Department, on [hr@aquabt.com](mailto:hr@aquabt.com)