

Advertisement No: MFMC/I/2024/29

BUSINESS DEVELOPMENT EXECUTIVE

1. Scope of work

Maldives Fund Management Corporation Limited (MFMC) is a 100% state-owned company established by president decree in the Republic of Maldives. MFMC was formed with the objective of seeking capital market solutions for private sector development while creating opportunities for local and foreign investors to benefit from investment in various sectors of the Maldivian economy.

MFMC is currently working across 3 major areas, Tourism/Hospitality, Infrastructure and Renewable Energy. The company is also currently developing major projects in tourism and infrastructure.

The main responsibility of Business Development Executive is to execute the functions of business development within the corporation which promotes the growth of Maldives Fund Management Corporation (MFMC) under the direction of the Head of the department.

2. Specific responsibility

- 2.1 Attract new clients by innovating and overseeing the revenue generating process of the company.
- 2.2 Utilize new and existing market information to aid in business development.
- 2.3 Develop, design, and implement business plan strategies for the projects.
- 2.4 Conduct competitor review and analyze data researched to develop key insights.
- 2.5 To prepare and deliver the pitches and presentations to potential new business clients.
- 2.6 Communicate with clients to understand their needs and assist in providing solutions to their problems.
- 2.7 Give support to create positive, long-lasting relationship with current and potential clients.
- 2.8 Assist in procuring new clients through direct contact, word of mouth, and collaboration with other departments.
- 2.9 Attending networking activities to research and connect with prospective clients.
- 2.10 Assisting to maintain meaningful relationships with existing clients to ensure that they are retained.
- 2.11 Suggesting upgrades or services that may be of interest to the clients.
- 2.12 Assistance in crafting business proposals and contracts to draw more revenue from clients.

- 2.13 Provide support to ensure that the information is flowed in a timely and accurate manner.
- 2.14 Work with marketing and other related to secure investment to the corporation.
- 2.15 Perform any other work assigned by the supervisor.

3. Requirements

- Bachelor's degree in business, economics, commerce, marketing, or a related field. Or equivalent level qualification in a relevant field
- Minimum 3 years' experience in a relevant field
- Relevant experience in a donor-funded project and/or State-Owned Enterprise and/or government institution will be an added advantage.

4. Preferred Skills:

- Excellent teamwork skills, leadership skills and decision-making skills
- Strong communication, and interpersonal skills and excellent written and verbal communication.
- Strong analytical and critical thinking skills
- Attention to detail and organization skills.
- Ability to organize, plan, and strategize.
- Ability to keep sensitive information confidential.
- Ability to multitask, prioritize issues, and manage multiple projects simultaneously.
- Ability to keep sensitive confidential information, strong ethics and reliability.

Remuneration without deduction pension: MVR 16,500.00 – 18,500.00

Interested candidates, please email to HR@mfmc.mv, the following listed documents.

- a) CV
- b) Accredited Certificate Copies and Transcript
- c) O' Level and A' Level Certificates Copies
- d) Reference Letter(s)
- e) ID Copy