

# BroadwayMalyan<sup>BM</sup>

## Business Development Manager Mumbai

*Candidate Information Pack*



# Award winning global design firm seeks talented **Business Development Manager**

Broadway Malyan is a global architecture, urbanism and design practice dedicated to creating cities, buildings and places that will provide a lasting legacy. Through a shared design ethos, we work together to create places with a strong sense of identity where people and communities want to live, learn, shop, work and relax.

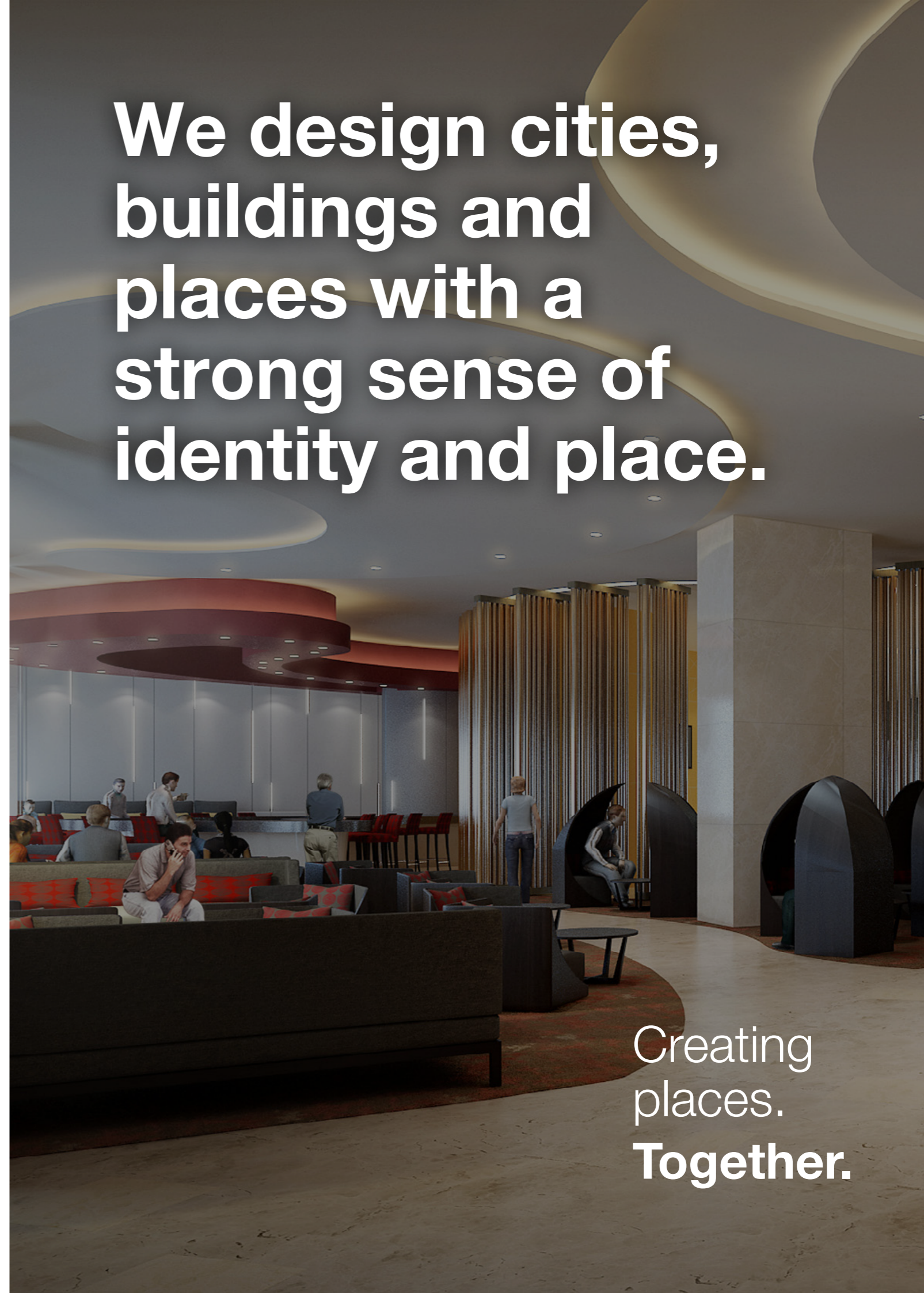
We are seeking a Business Development Manager to be integral part of our team in Mumbai. Reporting directly to the Head of Mumbai Studio, this role will be responsible for the strategic growth of the region through lead generation and business development activities. Our Mumbai studio is part of our APAC region that includes our Singapore and Shanghai studios. This role would suit someone with established business development experience who has previously operated in the built environment market.

**Location: Mumbai**



**Ankit Kamboj**  
*Practice Principal, Broadway Malyan*

# We design cities, buildings and places with a strong sense of identity and place.



Creating  
places.  
**Together.**

# Creating inspiring places

## Job Description & Requirements

A strategic aim of the business is to grow our presence in regional markets, so this position has an important role to play in supporting the Directors & Associate Directors with lead generation and business development activities. This will include:

## Business Development

- Raising awareness of Broadway Malyan's profile in India
- Developing a network of contacts with property developers, property consultants, property investors, affiliated consultants, etc
- Managing relations with existing clients
- Building new client relations
- Organizing BD meetings for Directors and senior colleagues
- Developing a calendar of events where delegate attendance or speaker engagements would raise our profile and provide BD opportunities with key targets
- Maintaining contacts within our CRM database to ensure accurate data and utilising it to deliver effective marketing campaigns and business development activities
- Issuing a monthly report on the market, economy, etc
- Reporting to Mumbai studio and working closely with Directors.

## Bids

- Working closely with the regional bid managers to support submissions through the production of case studies, project sheets and copywriting when requested
- Actively seeking tender opportunities for both public and private sector work
- Ensuring timely delivery of compliant and commercially sound bids
- Managing the creation of the bid deliverables and ensuring review and governance, leading to the creation of a high quality proposal using Indesign
- Matrix Management of internal resources to ensure all areas of the bid are correctly represented e.g. Commercial, Safety & Quality, Finance, HR
- Forming relationships with customers to develop a clear understanding of their requirements.

## Requirements

- Minimum 5 years of Business Development experience in Real Estate
- Strong interpersonal and verbal communication skills with written presentation and report writing skills
- Excellent time management skills
- Proficiency in InDesign and MS Office Suite.



*#We are creative thinkers*



*#We are responsible placemakers*

# Application and Recruitment Process

If you are interested in this vacancy, please send your CV and covering letter to [mumbai@broadwaymalyan.com](mailto:mumbai@broadwaymalyan.com) quoting the job title in the subject line.

**Please note:** that you must have the permanent right to work in India to apply for this vacancy.

Watch our Life at Broadway Malyan GoPro video [here](#)