Hamro Jobs

Sales/Retail Mitra-Park, Kathmandu https://www.hamrojobs.com.np

Business Development And Operations Manager

Basic Information

Job Category: Sales/Retail

Job Level: Mid Level

No. Of Vacancies: 1

Employment Type: Full Time

Job Location : Mitra-Park, Kathmandu

Offered Salary: Negotiable

Apply Before: 2025-11-26 (21 Days, 14 Hours From Now)

Job Specification

Education Level: Master Degree

Education Required : MBA,MBS

Experience Required: Greater Than 3 Years

Other Specification

Qualifications:

- Bachelor's degree in Business Administration, Marketing, Operations Management, or a related field.
 MBA or advanced degree preferred.
- Proven experience in business development, sales, or operations management.
- Strong analytical and strategic thinking skills.
- Excellent communication, negotiation, and interpersonal skills.
- Ability to work independently and as part of a team.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and HR software.

Skills:

- Strong leadership and team management abilities.
- High level of initiative and ability to work in a fast-paced environment.
- Exceptional problem-solving and decision-making skills.
- Familiarity with industry trends and market dynamics.
- Ability to manage multiple projects and priorities simultaneously.

How to Apply:

Interested candidates should submit their resume and cover letter outlining their qualifications and experience to **Prabesh@hamrojobs.com.np**

Job Description

Job Description:

We are seeking a dynamic and results-oriented Business Development and Operations Manager to join our team. This role is crucial in driving growth and operational excellence within our company. The ideal candidate will have a strong background in business development, strategic planning, and operational management.

Key Responsibilities:

• Business Development:

- Identify and pursue new business opportunities and partnerships.
- Develop and implement strategic business plans to achieve company goals.
- Conduct market research and competitive analysis to inform business strategies.
- Build and maintain strong relationships with clients, stakeholders, and partners.
- Prepare and deliver presentations to potential clients and partners.

• Operations Management:

- Oversee day-to-day operations to ensure efficiency and effectiveness.
- Develop and implement operational policies and procedures.
- Monitor key performance indicators (KPIs) and metrics to assess performance and identify areas for improvement.
- o Coordinate with various departments to streamline processes and enhance productivity.
- o Manage budgets, financial planning, and resource allocation.

• Strategic Planning:

- Lead the development and execution of short-term and long-term business strategies.
- Identify opportunities for growth and expansion, both domestically and internationally.

- $\circ\,$ Analyze business performance and market trends to make informed decisions.
- o Collaborate with senior management to set goals and objectives aligned with company vision.