

# Tyne and Wear Fire and Rescue Service



## Business Development Manager (20 Hours per week) £38,890 (pro rata) + benefits

### About Us

The Business Development Manager is a part time role responsible for assisting with the development of a business plan for TWFRS Ltd and its implementation by liaising with senior management within the Service's Training Centre, Learning and Development Department and Finance Department. It is a key managerial position within the service that will also seek to attract new commercial business to the Authority either directly or preferably via its trading company TWFRS Ltd.

The Service values and respects the diversity of its employees, and aims to recruit a workforce that represents the communities we serve. We welcome applications irrespective of people's race, disability, gender, sexual orientation, religion or belief, age, gender identity, marriage and civil partnership, pregnancy and maternity.

### About the role

The successful candidate should have:

- Proven success within face-to-face and telephone-based sales
- Experience working in a Fire Service with operational competence

The ability to:

- Monitor, gather, evaluate and report upon customer service related data
- Work unsupervised
- Research and present information on pertinent topics
- Liaise with Training Centre staff, service providers and both internal and external customers
- Manage and audit course/student invoicing
- Monitor resource use and provide reports
- Monitor and review quality standards
- Implement/monitor and evaluate marketing strategies

Closing date for applications is **25<sup>th</sup> June 2021 at 12:00 hours.**

## What we can offer you

Tyne and Wear Fire and Rescue Service Headquarters is based in a purpose build office in Washington, with ample free parking and easy access from the A1 and A19. On site facilities include catering facilities and an onsite gym. The role also benefits from an attractive package, including up to 22 days holiday and public holidays, Local Government Pension Scheme and access to a range of social and volunteering opportunities.

## About the Selection Process

Set out below are the key dates relating to this selection process:

Stage	Timeline
Advert closes	25 <sup>th</sup> June 2021
Onsite assessment activities: <ul style="list-style-type: none"><li>• Employee interview panel</li><li>• Presentation</li><li>• Interview</li></ul>	6 <sup>th</sup> July 2021

Please note the dates detailed may be subject to change due to COVID impact.

## Interested in applying?

Further details can be found in the accompanying job description and person specification. More information about our Service can be found by visiting [www.twfire.gov.uk](http://www.twfire.gov.uk) and our various social media channels.

This is an opportunity to exercise real influence over the future of our Service and informal contact can be made to Dennis Napier, Finance Director via email - [Dennis.napier@twfire.gov.uk](mailto:Dennis.napier@twfire.gov.uk)

Thank you and good luck!