

Business Development Opportunity

TMQA is a leading international Quality Assurance consultancy organisation with offices in Edinburgh and Bratislava. We are looking for a Business Development Associate for an initial fixed term of 3-6 months.

The Position

The person appointed will be expected to focus on our social media presence and will research potential market opportunities for TMQA.

We require a review of our publicity materials (including our website) and social media presence. This will include a review of all the materials we currently have and development / implementation of a strategy for maximising their impact. This could include organising and contributing to our presence at a major international conference to take place in Manchester in November.

Market research is also important to us and the position will involve analysing the life science industry (particularly in Scotland) and identifying possible markets for TMQA. There will also be the opportunity to experience and assist with the day-to-day operations of a small, specialist company and observe how we manage our business.

The Person

We are looking for someone who has a degree or qualification in Business Studies or a related subject. He or she must have a good understanding of how to use social media effectively and how to promote a professional services company. Our aim is to bring fresh ideas and approaches to how we promote ourselves to industry and academia.

This position would suit a recent graduate or someone who is looking for that first opportunity to start their career in business development. Good interpersonal and customer care skills are important as is the ability to use your own initiative whilst working within a small team.

This is a full-time position (35 hours per week) based in our office in Edinburgh. The salary will be £18,000 and there are 24 days' annual leave (both pro-rated for the agreed period of the contract).

How to Apply

Please send you *curriculum vitae* and a short (<200 word) statement of why the job would be good for you – and you would be good for the job – to careers@tmqa.co.uk.