



# Business Development Associate

## About Life-Lab

Learning Is Fun & Experiential (LIFE) Lab envisions a world in which every child enjoys learning and lives with a scientific attitude. We seek to make learning engaging and relevant for students as well as to empower educators to create self-sustainable experiential learning environments. Thus, at Life-Lab, we innovate simple products that spark creativity and problem-solving skills in children and devise effective pedagogical processes that enable teachers to enhance their own knowledge, skills, and mindsets to facilitate holistic learning. To learn more about the organization, please visit:

[www.life-lab.org](http://www.life-lab.org)

## About the Role

This opportunity will give you the freedom to experiment with your skills. It will challenge you to be creative, Innovative, work in a non-formal set-up and be part of a self-driven work-culture. Additionally you get the satisfaction of doing something tangible, meaningful and concrete for the society.

## Position Summary

Business Development Associate will serve as liaisons between company and its clients, ensuring excellent customer service and client satisfaction. They are responsible for developing proposals, market research & reporting clients on project progress.

## Roles & Responsibilities:

- Develop proposal, presentations and project progress report
- Possess strong product and service knowledge and present it to the client
- Ensure that clients are satisfied with the company at all times and resolve any outstanding issues.
- Manage pre-sales & post-sales client communications such as following-up, coordinating & keeping the client/prospect informed
- Perform Research to identify potential clients & preferably create a pipeline of potential clients

## Skills & Competencies

- Excellent speaking and content writing skills
- Strong Business Presentation skills
- Strong secondary research skills using social media platforms like LinkedIn

## Candidate Profile

We are looking for an individual with a go-getter attitude and a go-to personality. Someone who can drive the projects and keep the momentum on and at the same time is extremely understanding and approachable to both internal team and the client.

For more info, log on to [www.life-lab.org](http://www.life-lab.org)



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## Qualification & Experience:

- Minimum qualification: Graduation. Preferably BBA, MBA, MSW
- Strong interest in Marketing, Sales, Business Development or related domains
- Candidates with relevant experience and interests are welcome to apply

## Package

- 2.4 to 3.6 LPA CTC based on experience, passion & appropriate skill sets

**Location: Pune; Opening: Immediate requirement**

**To apply contact: Vishakha Hegde, email – [info@life-lab.org](mailto:info@life-lab.org)**