



Make Life Easier.

JOB DESCRIPTION

Role: Business Development Manager
Reports to: Head of Global Account
Location: Various locations – Singapore, Japan, Thailand

Responsibilities

- This role reports to the Head of Global Account and involves business development activities globally to generate new sales (product and services) opportunities for BIPO
- Establish contact with the key decision-makers of potential clients and identify selling opportunity and evaluate clients' needs through cold calling, visit, events and provide the right value solutions to clients.
- Opportunities generated are usually Enterprise level clients with certain complexity and are regional/global in nature.
- Build and maintain long-term relationships with existing clients by understanding their business needs, objectives, and providing relevant information and guidance regarding the category-specific landscapes, trends and BIPO value positions.
- Collaborate well with internal team (Country/Regional Leaders/ Marketing etc) and work with colleagues globally and in country to drive the closure of the sales.
- Actively collaborate with external partners like Oracle, Workday, SAP and relevant partners for sales opportunities.
- Establish business development objectives by forecasting and developing annual quotas; build brand awareness and be the face of some events to represent BIPO.
- Able to work independently and engage with various internal teams to complete the sales from relationship building, sales presentation, solution explanation, business negotiation, bidding and contract signing, etc.
- Awareness of Enterprise Sales or HCM Market and keeping current with market needs, changing trends, economic indicators and competitors.

Technical Skills and Competencies

- Bachelor's degree or above, preferably in Business Management, Human Resources or Computer Science
- More than 8 years in Enterprise client experience and minimum 2 years sales experience
- Business fluent in English, Japanese and another Asian language is advantageous
- Have worked on Japanese accounts (Enterprise/Regional/MNCs) in Japan and Japanese Owned Companies (JOCs) in Asia / Globally
- International exposure (working experience in a foreign country for more than 5 years) is preferred
- Relevant working experience in HR industry, exposure of HRIS/ HRMS/ HCM/ Payroll/ other HR products and services is preferred
- Demonstrate effective communication skills and customer-centric ethics to achieve sales outcomes and high-performance expectations.
- Genuine client commitment and ability to build sound relationships at all levels of the business, considering a long-term perspective in understanding customer needs.
- Can work under pressure, good team player.
- Able to travel as necessary for business development activities.

BIPO

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Useful links

- Website: www.biposervice.com
- Facebook: <https://www.facebook.com/biposvc>
- LinkedIn: <https://www.linkedin.com/company/bipo-svc/>

Interested applicants, please e-mail your resume to: [**asean.hr@biposervice.com**](mailto:asean.hr@biposervice.com)

About BIPO

At BIPO, our passion for technology and innovation empowers businesses across the globe with increased efficiency and convenience.

Our enterprise-ready **HR Management System** automates HR processes, simplifies workflows, and delivers actionable insights to build the best employee experience. Complemented by our **global payroll outsourcing** and **Employer of Record (EOR) services**, we support businesses to manage today's global workforce.

Established in 2010, and headquartered in Singapore, we are better connected to support your payroll and people solutions needs through a global network of 30+ offices, four R&D centres, and business partners across 100+ countries.

Our products & services

- HR Management System (HRMS)
- Global Payroll Outsourcing
- Employer of Record (EOR)