
ACUMIN CONSULTING LTD



DOCUMENT:	Job Description
CIRCULATION:	General
AUTHOR:	S Godier
STATUS	Released
VERSION:	0.1
CLASSIFICATION:	Staff - In - Confidence

Position Overview

JOB TITLE:	Consultant
DEPARTMENT	Delivery
POSITION No:	0009/2007
DESCRIPTION IN BRIEF:	Experienced recruiter responsible for placing both permanent staff within sector and geographic focus of Acumins clients
SALARY:	£Neg base. OTE £65,000 + uncapped

Reporting Structure

REPORTS TO:	Managing Consultant
PEERS:	<ul style="list-style-type: none"> ○ Senior Consultants ○ Resourcers
DIRECT REPORTS:	None

Divisional Offering

Externally, the division will be the most client visible aspect of Acumin and will be viewed as the driving force that continues to develop Acumin's reputation as a quality niche recruitment offering.

Internally, the Account Management division will be seen as the spearhead for the delivery of strategic Risk Management staff. It will be the catalyst that strives for high job to placement ratios.

Divisional Responsibilities:

To manage and develop Core market, Peripheral 1 and Peripheral 2 accounts for Acumin to ensure a high job-to-placement ratio of all of the Risk Management related staffing services required by these clients.

The division will be jointly responsible, along with the Business Development unit, for the development of additional services in order to retain these clients. Therefore the department will also provide creative and administrative input into marketing, promotions and public relations.

Staff responsibilities

- Take full ownership of several accounts running with 15+ vacancies at any point in time
- Responsible for sales targets of over £150k GP per year.
- Individually responsible for the maintenance and growth of key clients in their key markets
- Ultimately responsible for the delivery of recruitment services and team moves to Acumin's clients

Skills

- Consultative approach to business development and client management
- Experience of fee negotiation
- Experienced negotiator and closer
- Track record of target over achievement over the last 3 years
- Excellent account management skills, empathy, and patience
- Knowledge of contract procedures
- Demonstrable evidence of the understanding of the software vendor sales cycle
- Ideally strong Risk Management market knowledge having actively recruited in one of the following IT markets:
 - Information Security
 - Business Continuity
 - Operational Risk
- A desire to get actively involved in the Risk management market place and to structure an individual reputation in those markets
- Enthusiastic, hard working with a mature attitude
- Able to foster a professional working environment for sales and operational staff
- Ability to manage one-self and be independently driven
- Outstanding verbal, written and presentation skills
- Ability and experience working in a highly fast paced environment
- Very good planner who keeps things on schedule and delivers on or before required time line