

Business Development Manager

Job Roles and Qualifications: Dubai Office – ME Department

Michael Marshall Design, LLC (MMD) is seeking an experienced and energetic regional Business Development Manager possessing an architectural background and qualifications (or related field) to join our new office in Dubai, UAE.

This position will report to the ME Director in Washington, DC and is responsible for building and promoting the MMD brand within the architecture and construction industries in the emirate of Dubai and the entire United Arab Emirates.

The Business Development Manager will identify opportunities, build relationships, and provide technical information assistance needed to secure architectural projects design and delivery.

The role shall NOT be a design role; the emphasis is on Business Development/Project Management, yet an architectural background is vital.

Qualifications

- Professional architectural, structural or civil engineering degree, B. Arch or higher, master's degree preferred
- Arabic/English Speaker
- Having an MBA or PMP certification
- Experience within the Design Consultancy, commercial real estate development, and construction community in Dubai and Abu Dhabi is a must
- Strong understanding of UAE construction market, Codes and Authorities and Developers Procedures especially in Dubai and Abu Dhabi market, GCC market would be a plus
- Ability to maintain close relationships through intensive client interaction and follow-up
- Minimum 10 to 15 years' experience as a Project Manager, Sales or Business Development Leader
- Prior track record of achievement in positions with significant accountability
- Working knowledge of British and American ethics and standards is preferred
- Membership of AIA or RIBA is a plus
- Reasonable knowledge of the following software is a plus: MS Project, Revit, BIM 360, AutoCAD, and MS Word, Excel and PowerPoint

Responsibilities

- Identifies, prioritizes, and reaches out to new/potential clients, projects and business opportunities to establish a business relationship and meet with them
- Responsible for supervising implementation, advocating for the customer's needs, and communicating with our clients and MMD Washington office
- Develops, executes and evaluates new plans for expanding Dubai office as per the company strategy for the next 5 years
- Represents the company in all meetings with government agencies, private sectors and contractors
- Builds strong working relationships within the regional architectural and design community
- Helps increase the number of projects and growth for the company
- Develops new sales areas and improves sales through various methods
- Researches the latest in the business industry and creates new opportunities to expand business
- Responsible for preparing financial reports, budgets, and financial statements for the organization
- Responsible for carrying out risk assessment
- Responsible for documents on behalf of the company
- Effectively manages multiple projects throughout the design and development process
- Engages in a collaborative environment with team members throughout the organization
- Comfortable working across a large product portfolio
- Collaborates with design team at the main office in Washington, DC, India and China
- Reports to the ME Regional Director in Washington, DC

Benefits

We offer an excellent package which includes

- A competitive salary
- Accommodation allowance
- Transportation allowance
- Annual leave per UAE labor law
- Medical insurance coverage
- Discretionary bonus scheme
- Annual flight allowance to point of origin