



FINANCIAL RISK
GROUP



BUSINESS DEVELOPMENT ASSISTANT

Description

You will be responsible for assisting in the development of new business for FRG. Your clientele will consist of some of the world's largest organizations in the area of risk management. You will assist the team in cultivating relationships in order to expand FRG's relationship at these firms. You will assist the senior team to create and enhance business strategies, materials, and messaging for entrance into new client industries.

In this role you will:

- As a junior member of the team, learn and contribute to developing FRG business strategies
- Under supervision, help develop marketing materials & demonstration tools
- Learn FRG products, services, and messaging
- Learn to develop relationships with past, existing, & future clients
- Arrange meetings with potential customers to prospect for new business
- Research potential clients
- Assist in qualifying potential clients
- Learn strong presentation and facilitation skills
- Learn risk management software solutions
- Become certified in some core technologies
- Embrace challenges and learn new skills; be a catalyst for change
- Perform other tasks as assigned

Essential:

- BS or MS degree in the areas of Computer Science, Economics, Mathematics, Engineering, Sciences, or Finance AND 0-1 year relevant experience
- Develop a working understanding of risk management concepts
- Strong written, oral communication & presentation skills
- Excellent problem solving, decision making & organizational skills
- Ability to multi-task and handle rapidly shifting priorities in a fast-changing environment
- Ability to travel up to 25% of the time as the business needs dictate
- Ability to work alone and as part of a team