

# CBRE

## Business Development Manger

### Job Information

**Hiring Company**

CBRE CM Solutions K.K.

**Job ID**

1489947

**Industry**

Real Estate Brokerage, Management

**Company Type**

Small/Medium Company (300 employees or less) - International Company

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

6.5 million yen ~ Negotiable, based on experience

**Refreshed**

May 22nd, 2025 04:00

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Daily Conversation

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

**Business Development Manger**

As our Business Development Manager, your mission is to identify, cultivate, and secure new business opportunities (Facilities Management). You'll achieve this by tailoring our services to meet customer needs while maintaining our commitment to exceptional quality.

**JOB SUMMARY /職務概要**

- Lead sales pursuits
- Cultivate and Expand Japan FM market

**主な業務内容は以下の通り**

- ・ To negotiate and successfully close sales opportunities to meet and exceed agreed sales targets within the target markets agreed by the Head of Sales and Divisional Managing Director.
- ・ To develop and build long-term professional customer relationships with existing, new and potential clients. Maintain

excellent relationships and after sales support to build mutual confidence in line with the agreed business strategy.

- To identify and build a long-term active pipeline, exploring both existing markets and targeting new market opportunities
- Use innovative means to develop new sources of profitable business.
- Take complete ownership of, develop, and deliver exceptional sales and tender documents and presentations, in line with Company standards. Generate tenders and relevant document preparation, using the specialist support functions (procurement, HR, QHSE etc) as well as local managers and the Business Development Managers.
- Raise the company and business profile by representing CBRE at industry events, high level networking and always promoting an image of professionalism.
- Keep up-to-date with industry developments, maintaining awareness of competitor activity and market trends.
- Ensure that the Business Unit Leader is fully aware of all activities. Liaise regularly with the Head of Sales to ensure they are fully updated on all sales activities and potential new business opportunities. Ensure that specialist functions e.g. HR, QHSE and Commercial are advised of any new potential business to ensure compliance.
- Ensure that appropriate sign-offs are adhered to when considering new business opportunities. Maintain records and relevant contract documentation in the support of tenders and re-bids for the Business.
- Deal promptly and professionally with all pre-qualifications.
- Support re-bids and variations for existing clients.

## Required Skills

### 応募必要条件

- 大卒以上
- 日本語ネイティブレベル
- 営業での実務経験が最低5年以上あること

<本ポジションで活躍されることが想定される人物像>

- **Aptitudes**
  - L Driven by targets and comfortable in a high pressure sales environment.
  - L Excellent verbal and written communication skills.
  - L Must be detail conscious and methodical in approach.
- **Character**
  - L Must demonstrate a strong sense of customer focus and promote a sense of team spirit within the office.
  - L Must be able to influence others and engender confidence in senior managers through both face-to-face, telephone and written communication.
  - L Self-motivated. Able to prioritise demands and make decisions under pressure.
  - L Able to work as part of a multi-disciplinary team, providing support to other areas of the business on occasions, as required.
  - L Be self-sufficient: able to work on your own as well as in a team.

## Company Description