

**Neapolis University Pafos (NUP)**, one of the leading private universities in Cyprus, is a dynamic and innovative higher education institution located in the heart of Pafos. Established with the goal of providing high-quality education and fostering research, the university offers a wide range of undergraduate, postgraduate and doctoral programmes. With a commitment to academic excellence, international collaboration, and student-centered learning, Neapolis University Pafos provides an inspiring environment for students and staff alike.

NUP is seeking to hire a **Business Development Officer** on campus.

**Job Purpose:** To develop and manage corporate clients and pursue growth opportunities in Cyprus, Greece and potentially other countries.

#### **Main Responsibilities Include**

- Conduct market research to identify and target corporate clients either companies or associations and professional bodies.
- Build and maintain strong and long-term relationships with key decision-makers in organizations.
- Understand the needs and goals of corporate clients and provide solutions.
- Present the university and programmes to potential clients through meetings, presentations and proposals.
- Collaborate with internal teams to create customized proposals for corporate clients.
- Develop pricing strategies and negotiate terms of agreements.
- Work closely with the management to ensure the solutions are beneficial for the university.
- Provide feedback from clients to improve programmes and student services.
- Develop and implement strategies to retain corporate clients and encourage repeat business.
- Liaise with marketing team to create promotional material for corporate activities.
- Provide reports to senior management regarding client acquisition and market trends.
- Undertake additional tasks that might be assigned by the management.

#### **Education and Experience**

- Fluent in Greek and English language. Knowledge of other languages is considered as an advantage.
- Bachelor's degree in Business Administration, Marketing, or a related field.
- Master's degree is considered as an advantage.
- Proven track record of experience and success in B2B sales, especially with corporate clients.

#### **Key Competencies**

- Strong interpersonal and communication skills both orally and in writing.
- Strong sales and negotiation skills.
- Strategic thinking and problem-solving capabilities.
- Excellent relationship building skills and a customer centric approach.
- Ability to work under pressure.

The selected candidate will get a job offer for employment. Please submit your application, stating "**Business Development Officer**" in the subject line with a copy of your CV to [hrd@nup.ac.cy](mailto:hrd@nup.ac.cy)

Please note that all applications will be treated in strictest confidentiality.

**CLOSING DATE: 10/03/2025**